



Agenda

Valdez Museum & Historical Archive Association, INC.

November 20, 2025, 6:00 pm

Valdez Museum on Egan St

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES FROM OCTOBER 16 MEETING
- IV. PUBLIC BUSINESS FROM THE FLOOR
- V. NEW BUSINESS (vote)
 - i. FINANCIAL REPORT (attached financials)
 - ii. APPROVAL OF UPDATED VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION AMENDED BY-LAWS (attached)
 - iii. MISSION FIRST CONTRACT (attached)
- VI. COMMITTEE REPORTS
- VII. PRESIDENT'S REPORT
- VIII. EXECUTIVE DIRECTOR'S REPORT
- IX. BOARD OF DIRECTORS BUSINESS FROM THE FLOOR
 - i. DISCUSSION OF STAFF BUILDING PLANS vs NEW BUILDING
 - ii. DISCUSSION OF WHAT CONSTITUTES AN OFFICIAL BOD MEETING OR COMMITTEE MEETING
- X. ADJOURNMENT

Next Meeting January 15, 6pm



October 16, 2025, 6:00 pm Valdez Museum on Egan St

- I. CALL TO ORDER 6:01
- II. ROLL CALL | Jim Shirrel, Dan Gilson, Karen Allred, Linda Guthrie, Rich Dunkin, Margaret Nordstrom, April Vasher-Dean, Gary Minish
- III. APPROVAL OF MINUTES FROM SEPTEMBER 18 MEETING | Rich Dunkin moves to approve, Jim Shirrel seconds, unanimously approved
- IV. PUBLIC BUSINESS FROM THE FLOOR | None
- V. NEW BUSINESS (vote)
 - FINANCIAL REPORT | Dan Gilson moves to approve, Margaret seconds, unanimously approved
- VI. COMMITTEE REPORTS
- VII. PRESIDENT'S REPORT | Gary reports on plan to meet with city council in March for increased collaboration and alignment.
- VIII. EXECUTIVE DIRECTOR'S REPORT | As a first step from the June strategic planning session, April Vasher-Dean reports on the staff's conversation about how to reimagine our facilities without pursuing a new Museum and imminent plans for all staff to work from Egan location. Discussion involves the Old Town Museum becoming a transportation museum and the Old Town pods being moved to Egan Drive. Linda Guthrie asks about the Pipeline exhibit and April suggests it would remain at Egan location. Refreshing exhibits and community collaboration are also mentioned as initiatives underway.
- IX. BOARD OF DIRECTORS BUSINESS FROM THE FLOOR Gary Minish asks to have a board staff gathering and April volunteers to host at her home in December. Linda points out board committee file needs to be updated on website.
- X. Amber provides update on Roadhouse ticket sales and flyers for promotion.
- XI. ADJOURNMENT 7:07 PM Next Meeting November 20, 6pm

Statement of Activity Comparison

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, IN

January 1-November 13, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - NOV 13 2025	JAN 1 - NOV 13 2024 (PY)
Income		
4200 Grants		
8006 State of Alaska	1,665.00	10,573.00
8032 4110 City of Valdez	535,000.00	535,000.00
8033 Foundation	16,000.00	4,000.00
Total for 4200 Grants	\$552,665.00	\$549,573.00
8003 Fund Development		
4030 Donations Income		
8001 Restricted	100.00	
8002 Unrestricted	13,581.90	2,608.21
8062 6145 In-Kind Income		17,120.00
Total for 4030 Donations Income	\$13,681.90	\$19,728.21
8004 Corporate Sponsorship	5,500.00	10,700.00
8021 Annual Appeal	5,900.00	3,690.00
8060 Roadhouse Dinner	1,883.11	24,548.27
8061 Membership	6,385.95	5,770.00
8152 Fundraising		
8023 Designated	75.00	25.00
Total for 8152 Fundraising	\$75.00	\$25.00
Total for 8003 Fund Development	\$33,425.96	\$64,461.48
8008 Miscellaneous Income	-20.00	
8011 Freight paid by customer	364.00	61.80
8024 Earned Revenue		\$5.00
4120 Museum Fees		
80011 Presenter & Guide Income	36,335.00	28,300.00
8009 Admission Fees - Tour/Bulk	95,914.00	50,211.00
8010 Archival Fees	70.00	1,100.00
8026 Admissions - General	81,878.00	79,191.00
8159 Space Rental	600.00	900.00
Total for 4120 Museum Fees	\$214,797.00	\$159,702.00
48600 Service Sales	\$42,703.07	\$11,306.94
8025 Program Fees	\$1,995.00	\$135.00
8027 Store Sales	\$19,156.05	\$25,930.81
Total for 8024 Earned Revenue	\$278,651.12	\$197,079.75
8501 7015 Interest Income	2,831.05	2,111.11
4320 Funds Transfer Income		0.00
Total for Income	\$867,917.13	\$813,287.14

Statement of Activity Comparison

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, IN

January 1-November 13, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - NOV 13 2025	JAN 1 - NOV 13 2024 (PY)
Cost of Sales	\$30,658.83	\$18,214.17
Gross Profit	\$837,258.30	\$795,072.97
Expenses		
6185 Insurance	\$35,828.00	\$38,413.12
6205 Interest Expense	2.78	9.54
8036.1 Membership	2,203.59	1,215.81
8036 Fundraising Expenses	5,150.98	11,677.99
8037 IT Services	10,153.53	8,915.37
8039 Education	293.53	575.03
8040 Collections	\$1,078.06	\$2,037.61
8044 Contract Labor	1,200.00	856.67
8047 Janitorial Services	\$19,267.00	\$13,944.37
8048 Utilities		
8115 Electric	24,710.47	17,090.66
8116 Heating Oil	14,031.54	17,964.00
8117 Water	277.44	277.44
Total for 8048 Utilities	\$39,019.45	\$35,332.10
8049 Supplies		
8126 Office Supplies	1,424.25	5,152.83
8127 Operating	3,779.95	3,936.15
8125 Technology		1,368.00
Total for 8049 Supplies	\$5,204.20	\$10,456.98
8053 Advertising/Marketing	1,639.03	4,372.77
8056 Travel	\$2,654.50	\$6,019.26
8058 Public Programs	2,343.97	2,398.75
8103 Personnel Expenses	\$515,090.60	\$376,912.43
8110 Professional Fees		
8045 Accounting	16,550.00	16,400.00
8046 Consulting	2,247.12	550.00
Total for 8110 Professional Fees	\$18,797.12	\$16,950.00
8113 Vehicle Expense	614.95	1,280.50
8118 Telephone		
8120 Internet	1,335.72	1,625.11
8121 Local Service	2,105.16	2,228.64
8122 Long Distance	0.80	18.90
Cell Phone	1,035.92	1,029.72
Total for 8118 Telephone	\$4,477.60	\$4,902.37
8123 Postage and Delivery	151.57	374.42

Statement of Activity Comparison

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, IN

January 1-November 13, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - NOV 13 2025	JAN 1 - NOV 13 2024 (PY)
8130 Dues and Subscriptions	11,541.23	12,251.79
8131 Printing and Reproduction	1,620.11	3,077.35
8133 Board Expense	7,309.70	
8134 Rent	\$1,200.00	\$1,210.00
8135 ED Recruitment	0.00	11,837.19
8138 Credit Card Fees	-\$2,057.10	\$1,566.57
QuickBooks Payments Fees	67.42	159.83
Square Fees	3,144.20	2,584.48
Total for 8138 Credit Card Fees	\$1,154.52	\$4,310.88
8139 Bank Service Charges	120.00	132.00
8140 Equipment		
8170 Office Equipment	613.78	588.95
Total for 8140 Equipment	\$613.78	\$588.95
8144 Training & Education	350.00	295.00
8145 Licenses and Permits	125.00	90.00
9002 Freight and Shipping Costs	1,269.59	2,013.68
Exhibits	\$420.00	
8051 Permanent Exhibits	2,521.62	3,152.80
8052 Temporary Exhibits	4,733.07	7,373.04
Total for Exhibits	\$7,674.69	\$10,525.84
8148 Contributions		
8057 In-Kind Expenses		17,120.00
Total for 8148 Contributions		\$17,120.00
Funds Transfer Expense		0.00
Total for Expenses	\$698,149.08	\$600,097.77
Net Operating Income	\$139,109.22	\$194,975.20
Other Income		
Other Expenses		
Reconciliation Discrepancies-1		0.00
Total for Other Expenses		\$0.00
Net Other Income		\$0.00
Net Income	\$139,109.22	\$194,975.20

Statement of Financial Position

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, IN

As of November 13, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1003 WF Merchant Services Account	161,775.06
1021 CD 61215021 -Phyllis Irish	73,801.71
1022 10950 Cash in Drawer	701.12
1024 1st National Savings	42,769.14
1025 1st National Operating	354,651.86
1026 1st National Gaming	3,069.77
Total for Bank Accounts	\$636,768.66
Accounts Receivable	
102 Accounts Receivable (AR)	655.84
1501 Accounts Receivable	-101.25
Total for Accounts Receivable	\$554.59
Other Current Assets	
1017 Undeposited Funds	13,594.97
1502 Museum Endowment Fund	1,322,350.00
2002 1120 Inventory Asset	19,637.42
2501 Prepaid Insurance	0.00
8132 Cash Reserves	600.00
Cash on Hand	
1013 Cash for Drawers	0.00
1016 Petty Cash	9.31
Total for Cash on Hand	\$9.31
Credit Card Receivables	
QuickBooks Tax Holding Account	-1,848.28
Uncategorized Asset	566.82
Uncategorized Asset	0.00
Total for Other Current Assets	\$1,354,910.24
Total for Current Assets	\$1,992,233.49
Fixed Assets	
4000 Construction in Progress	74,227.00
4001 Fixed Assets	\$52,133.80
4001.1 Office Equipment	127,839.64
4003 Accumulated Depreciation-Assets	-127,839.64
4004 Accumulated Depreciation Shelter	-18,223.41
4005 Accumulated Deprec - Vehic/Othe	-32,383.80
Total for 4001 Fixed Assets	\$1,526.59
4002 Lifeboat Shelter Asset	22,684.64
Total for Fixed Assets	\$98,438.23
Other Assets	
Merchandise Inventory	1,283.09

Statement of Financial Position

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, IN

As of November 13, 2025

DISTRIBUTION ACCOUNT	TOTAL
Total for Other Assets	\$1,283.09
Total for Assets	\$2,091,954.81
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
5501 2000 Accounts Payable	-\$18.85
Raffle Proceeds Payable	6,559.19
Total for 5501 2000 Accounts Payable	\$6,540.34
Total for Accounts Payable	\$6,540.34
Credit Cards	
5505 Bank of America Business Card	7,438.08
Total for Credit Cards	\$7,438.08
Other Current Liabilities	
25100 Employee Tips Payable	13.50
5503 Loss on Disposal of Assets	0.00
5504 24700 Customer Deposits	34.00
6002 Leave Payable	20,400.20
6003 2100 Payroll Liabilities	-\$4,674.00
403(b) Payable	-295.46
6004 ESC Tax Payable	1,460.26
6005 Accrued Payroll	12,402.82
6006 Federal Withholding Payable	-1,196.04
6007 Health Insurance Payable	-56,136.84
6008 FICA Payable	-170.55
Total for 6003 2100 Payroll Liabilities	-\$48,609.81
6601 Deferred Revenue	24,114.00
Direct Deposit Payable	-3,280.77
Payroll Liabilities	
403(b) Employee	2,127.25
AK Unemployment Tax	1,403.56
Federal Taxes (941/944)	-837.81
Health Insurance	55,181.62
Health Insurance-Employee	477.42
VT Income Tax	0.00
Total for Payroll Liabilities	\$59,246.31
Total for Other Current Liabilities	\$51,917.43
Total for Current Liabilities	\$65,895.85
Total for Liabilities	\$65,895.85

Statement of Financial Position

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, IN

As of November 13, 2025

DISTRIBUTION ACCOUNT	TOTAL
Equity	
3000 Opening Bal Equity	11,429.62
7503 Museum Endowment Fund Equity	1,322,350.00
8079 Contributed Capital	91,636.18
7502 3900 Retained Earnings	461,533.94
Net Income	139,109.22
Total for Equity	\$2,026,058.96
Total for Liabilities and Equity	\$2,091,954.81

Jan 2025

	Actual	Budget	over Budget	% of Budget	Actual
Revenue					
4200 Grants			0.00		
8006 State of Alaska		750.00	-750.00	0.00%	
8032 4110 City of Valdez	133,750.00	0.00	133,750.00		
8033 Foundation		466.67	-466.67	0.00%	
Total 4200 Grants	\$ 133,750.00	\$ 1,216.67	\$ 132,533.33	10993.12%	\$ 0.00
8003 Fund Development			0.00		
4030 Donations Income			0.00		
8001 Restricted			0.00		
8002 Unrestricted		562.50	-562.50	0.00%	
8062 6145 In-Kind Income		833.33	-833.33	0.00%	
Total 4030 Donations Income	\$ 0.00	\$ 1,395.83	-\$ 1,395.83	0.00%	\$ 0.00
8004 Corporate Sponsorship		833.33	-833.33	0.00%	
8021 Annual Appeal		333.33	-333.33	0.00%	
8022 Raffle		333.33	-333.33	0.00%	
8060 Roadhouse Dinner		2,083.33	-2,083.33	0.00%	
8061 Membership	2,295.00	833.33	1,461.67	275.40%	1,417.96
8152 Fundraising			0.00		
8023 Designated		2.08	-2.08	0.00%	
Total 8152 Fundraising	\$ 0.00	\$ 2.08	-\$ 2.08	0.00%	\$ 0.00
Total 8003 Fund Development	\$ 2,295.00	\$ 5,814.56	-\$ 3,519.56	39.47%	\$ 1,417.96
8008 Miscellaneous Income			0.00		
8011 Freight paid by customer	364.00	0.00	364.00		
8024 Earned Revenue			0.00		
4110 Shipping and Delivery Income		6.25	-6.25	0.00%	
4120 Museum Fees			0.00		
80011 Presenter & Guide Income		3,458.33	-3,458.33	0.00%	
8009 Admission Fees - Tour/Bulk		7,166.67	-7,166.67	0.00%	
8010 Archival Fees		125.00	-125.00	0.00%	
8026 Admissions - General	157.00	7,083.33	-6,926.33	2.22%	268.00
8159 Space Rental		125.00	-125.00	0.00%	
Total 4120 Museum Fees	\$ 157.00	\$ 17,958.33	-\$ 17,801.33	0.87%	\$ 268.00
48600 Service Sales			0.00		
486001 Shipping			0.00		
Memberships	60.00		60.00		180.00
Services	233.95		233.95		218.95
Total 48600 Service Sales	\$ 293.95	\$ 0.00	\$ 293.95		\$ 398.95

8025 Program Fees				0.00		
8025.1 Enrollment Fees	55.00	58.33	-3.33	94.29%	30.00	
Total 8025 Program Fees	\$ 55.00	\$ 58.33	-\$ 3.33	94.29%	\$ 30.00	
8027 Store Sales				0.00		
8012 Cards		29.17	-29.17	0.00%		
8013 Books	31.99	466.67	-434.68	6.85%	191.83	
8014 Childrens Books		125.00	-125.00	0.00%		
8015 Gallery Sales	4.95	416.67	-411.72	1.19%	25.00	
8017 Other Items		16.67	-16.67	0.00%		
8029 Fundraising		36.25	-36.25	0.00%	30.00	
8063 Copies/Fax		0.08	-0.08	0.00%		
8164 Miscellaneous		100.00	-100.00	0.00%	8.00	
8165 Audio/Video		150.00	-150.00	0.00%	14.95	
8166 Post Cards		29.17	-29.17	0.00%		
8167 Plush/Puppets	10.00	166.67	-156.67	6.00%		
Art		20.83	-20.83	0.00%		
Art Supplies		8.33	-8.33	0.00%		
Body & Bath Products		112.50	-112.50	0.00%		
Bookmark		4.17	-4.17	0.00%		
Candy		83.33	-83.33	0.00%		
Childrens Toys		216.67	-216.67	0.00%	19.95	
Clothing		8.33	-8.33	0.00%		
Discount Income	-7.19	-62.50	55.31	11.50%	-22.60	
Customer Refund	415.45		415.45			
Total Discount Income	\$ 408.26	-\$ 62.50	\$ 470.76	-653.22%	-\$ 22.60	
Dog Toys& Treats		4.17	-4.17	0.00%		
Dolls		12.50	-12.50	0.00%		
Food		83.33	-83.33	0.00%		
Gold Vials		8.33	-8.33	0.00%		
Jewelry		416.67	-416.67	0.00%	36.00	
Key Chain		8.33	-8.33	0.00%		
Kitchen Items		33.33	-33.33	0.00%		
Towel			0.00			
Total Kitchen Items	\$ 0.00	\$ 33.33	-\$ 33.33	0.00%	\$ 0.00	
Magnet		100.00	-100.00	0.00%		
Maps		6.25	-6.25	0.00%		
Moosey Chews		25.00	-25.00	0.00%	48.00	
Mugs		6.25	-6.25	0.00%	25.00	
Ornament		41.67	-41.67	0.00%		
Playing cards		20.83	-20.83	0.00%		
Plush		25.00	-25.00	0.00%		
Print		6.25	-6.25	0.00%		
Sales of Product Income			0.00		0.00	
Scarves		6.25	-6.25	0.00%		

Seeds		8.33	-8.33	0.00%		
Stickers		12.50	-12.50	0.00%		
Suncatcher		16.67	-16.67	0.00%		
Tote Bag		10.00	-10.00	0.00%		
Ulu		41.67	-41.67	0.00%		
Umbrella		8.33	-8.33	0.00%		
Zipper Pulls		166.67	-166.67	0.00%		
Total 8027 Store Sales	\$	455.20	\$ 2,996.34	-\$ 2,541.14	15.19%	\$ 376.13
Total 8024 Earned Revenue	\$	961.15	\$ 21,019.25	-\$ 20,058.10	4.57%	\$ 1,073.08
8501 7015 Interest Income				0.00		
Phyllis Irish Memorial Fund CD			5,914.17	-5,914.17	0.00%	
Total 8501 7015 Interest Income	\$	0.00	\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00
Total Revenue	\$	137,370.15	\$ 33,964.65	\$ 103,405.50	404.45%	\$ 2,491.04
Cost of Goods Sold						
8101 Cost of Goods Sold			1,666.67	-1,666.67	0.00%	718.60
8102 Gallery Commission				0.00		16.25
Inventory Shrinkage			541.67	-541.67	0.00%	
Total Cost of Goods Sold	\$	0.00	\$ 2,208.34	-\$ 2,208.34	0.00%	\$ 734.85
Gross Profit	\$	137,370.15	\$ 31,756.31	\$ 105,613.84	432.58%	\$ 1,756.19
Expenditures						
6185 Insurance				0.00		
8137 Liability Insurance		35,828.00	2,916.67	32,911.33	1228.39%	
Total 6185 Insurance	\$	35,828.00	\$ 2,916.67	\$ 32,911.33	1228.39%	\$ 0.00
6205 Interest Expense		0.00		0.00		0.00
8036 Fundraising Expenses			1,083.33	-1,083.33	0.00%	257.75
8036.1 Membership		0.00	208.33	-208.33	0.00%	543.93
8037 IT Services		740.00	1,270.83	-530.83	58.23%	975.00
8039 Education		113.27	125.00	-11.73	90.62%	
8040 Collections				0.00		
8042 Collections Supplies			125.00	-125.00	0.00%	65.00
8043 Acquisitions			12.50	-12.50	0.00%	
Total 8040 Collections	\$	0.00	\$ 137.50	-\$ 137.50	0.00%	\$ 65.00
8044 Contract Labor			83.33	-83.33	0.00%	
8047 Janitorial Services		1,267.00	1,397.92	-130.92	90.63%	1,800.00
8048 Utilities				0.00		
8115 Electric		3,406.12	2,250.00	1,156.12	151.38%	
8116 Heating Oil		2,482.91	2,049.33	433.58	121.16%	2,120.02
8117 Water		69.36	23.33	46.03	297.30%	0.00
Total 8048 Utilities	\$	5,958.39	\$ 4,322.66	\$ 1,635.73	137.84%	\$ 2,120.02
8049 Supplies				0.00		
8125 Technology			541.67	-541.67	0.00%	
8126 Office Supplies		65.95	416.67	-350.72	15.83%	
8127 Operating		0.00	708.33	-708.33	0.00%	
Total 8049 Supplies	\$	65.95	\$ 1,666.67	-\$ 1,600.72	3.96%	\$ 0.00

8053 Advertising/Marketing	26.00	666.67	-640.67	3.90%	262.58
8056 Travel			0.00		
8142 Meals		166.67	-166.67	0.00%	
8143 Travel		833.33	-833.33	0.00%	
8146 Lodging / Travel			0.00		
Total 8143 Travel	\$ 0.00	\$ 833.33	-\$ 833.33	0.00%	\$ 0.00
Total 8056 Travel	\$ 0.00	\$ 1,000.00	-\$ 1,000.00	0.00%	\$ 0.00
8058 Public Programs	77.91	250.00	-172.09	31.16%	83.19
8103 Personnel Expenses			0.00		
8104 Salaries & Wages	26,060.05	29,996.08	-3,936.03	86.88%	31,067.61
8105 ESC Payroll Tax		325.17	-325.17	0.00%	
8106 FICA Payroll Tax	2,247.30	2,795.50	-548.20	80.39%	2,680.44
8107 403(b) - Employer	690.00	1,131.08	-441.08	61.00%	690.00
8108 Health Insurance	11,303.20	15,851.75	-4,548.55	71.31%	14,129.00
Total 8103 Personnel Expenses	\$ 40,300.55	\$ 50,099.58	-\$ 9,799.03	80.44%	\$ 48,567.05
8110 Professional Fees			0.00		
8045 Accounting		1,500.00	-1,500.00	0.00%	
8046 Consulting		416.67	-416.67	0.00%	
Total 8110 Professional Fees	\$ 0.00	\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 0.00
8113 Vehicle Expense	377.56	166.67	210.89	226.53%	
8118 Telephone			0.00		
8119 Fax		6.25	-6.25	0.00%	
8120 Internet	111.31	229.17	-117.86	48.57%	111.31
8121 Local Service	175.43	291.67	-116.24	60.15%	175.43
8122 Long Distance	0.00	12.50	-12.50	0.00%	0.00
8124 Conference Line		4.17	-4.17	0.00%	
Cell Phone	103.13	100.00	3.13	103.13%	103.13
Total 8118 Telephone	\$ 389.87	\$ 643.76	-\$ 253.89	60.56%	\$ 389.87
8123 Postage and Delivery	1.01	58.33	-57.32	1.73%	0.00
8130 Dues and Subscriptions	626.96	1,041.67	-414.71	60.19%	2,425.84
8131 Printing and Reproduction	213.13	375.00	-161.87	56.83%	150.00
8133 Board Expense			0.00		
8134 Rent			0.00		
8055 Building Lease		0.83	-0.83	0.00%	
8056.1 Storage Rent	1,200.00	100.00	1,100.00	1200.00%	
Total 8134 Rent	\$ 1,200.00	\$ 100.83	\$ 1,099.17	1190.12%	\$ 0.00
8135 ED Recruitment	0.00		0.00		
8138 Credit Card Fees	142.79	416.67	-273.88	34.27%	167.79
QuickBooks Payments Fees	18.73		18.73		17.50
Square Fees	14.26	208.33	-194.07	6.84%	33.49
Total 8138 Credit Card Fees	\$ 175.78	\$ 625.00	-\$ 449.22	28.12%	\$ 218.78
8139 Bank Service Charges	12.00	21.92	-9.92	54.74%	12.00
8140 Equipment			0.00		
8170 Office Equipment			0.00		

Total 8140 Equipment	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
8144 Training & Education		416.67	-416.67	0.00%	
8145 Licenses and Permits		62.50	-62.50	0.00%	
8148 Contributions			0.00		
8057 In-Kind Expenses		833.33	-833.33	0.00%	
Total 8148 Contributions	\$ 0.00	\$ 833.33	-\$ 833.33	0.00%	\$ 0.00
9002 Freight and Shipping Costs	88.92	125.00	-36.08	71.14%	62.89
Exhibits			0.00		420.00
8051 Permanent Exhibits	0.00	1,000.00	-1,000.00	0.00%	
8052 Temporary Exhibits	0.00	508.33	-508.33	0.00%	697.54
Total Exhibits	\$ 0.00	\$ 1,508.33	-\$ 1,508.33	0.00%	\$ 1,117.54
Total Expenditures	\$ 87,462.30	\$ 73,124.17	\$ 14,338.13	119.61%	\$ 59,051.44
Net Operating Revenue	\$ 49,907.85	-\$ 41,367.86	\$ 91,275.71	-120.64%	-\$ 57,295.25
Net Revenue	\$ 49,907.85	-\$ 41,367.86	\$ 91,275.71	-120.64%	-\$ 57,295.25

Feb 2025				Mar 2025			
Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual
	0.00				0.00		
750.00	-750.00	0.00%		750.00	-750.00	0.00%	1,665.00
0.00	0.00		133,750.00	0.00	133,750.00		
466.67	-466.67	0.00%	1,000.00	466.67	533.33	214.28%	
\$ 1,216.67	-\$ 1,216.67	0.00%	\$ 134,750.00	\$ 1,216.67	\$ 133,533.33	11075.31%	\$ 1,665.00
	0.00				0.00		
	0.00				0.00		
	0.00				0.00		
562.50	-562.50	0.00%	100.00	562.50	-462.50	17.78%	186.60
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
\$ 1,395.83	-\$ 1,395.83	0.00%	\$ 100.00	\$ 1,395.83	-\$ 1,295.83	7.16%	\$ 186.60
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
333.33	-333.33	0.00%		333.33	-333.33	0.00%	
333.33	-333.33	0.00%		333.33	-333.33	0.00%	
2,083.33	-2,083.33	0.00%		2,083.33	-2,083.33	0.00%	
833.33	584.63	170.16%	915.00	833.33	81.67	109.80%	645.00
	0.00				0.00		
2.08	-2.08	0.00%		2.08	-2.08	0.00%	75.00
\$ 2.08	-\$ 2.08	0.00%	\$ 0.00	\$ 2.08	-\$ 2.08	0.00%	\$ 75.00
\$ 5,814.56	-\$ 4,396.60	24.39%	\$ 1,015.00	\$ 5,814.56	-\$ 4,799.56	17.46%	\$ 906.60
	0.00				0.00		
0.00	0.00			0.00	0.00		
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
	0.00				0.00		
3,458.33	-3,458.33	0.00%		3,458.33	-3,458.33	0.00%	
7,166.67	-7,166.67	0.00%		7,166.67	-7,166.67	0.00%	
125.00	-125.00	0.00%	70.00	125.00	-55.00	56.00%	
7,083.33	-6,815.33	3.78%	1,187.00	7,083.33	-5,896.33	16.76%	1,141.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	
\$ 17,958.33	-\$ 17,690.33	1.49%	\$ 1,257.00	\$ 17,958.33	-\$ 16,701.33	7.00%	\$ 1,141.00
	0.00				0.00		
	0.00				0.00		
	180.00		60.00		60.00		
	218.95		400.98		400.98		416.00
\$ 0.00	\$ 398.95		\$ 460.98	\$ 0.00	\$ 460.98		\$ 416.00

	0.00				0.00				
	58.33	-28.33	51.43%	120.00	58.33	61.67	205.73%	5.00	
\$	58.33	-\$ 28.33	51.43%	\$ 120.00	\$ 58.33	\$ 61.67	205.73%	\$ 5.00	
	0.00				0.00				
	29.17	-29.17	0.00%		29.17	-29.17	0.00%		
	466.67	-274.84	41.11%	166.74	466.67	-299.93	35.73%	169.64	
	125.00	-125.00	0.00%		125.00	-125.00	0.00%	17.98	
	416.67	-391.67	6.00%	62.90	416.67	-353.77	15.10%	82.85	
	16.67	-16.67	0.00%		16.67	-16.67	0.00%		
	36.25	-6.25	82.76%		36.25	-36.25	0.00%	25.00	
	0.08	-0.08	0.00%		0.08	-0.08	0.00%		
	100.00	-92.00	8.00%	28.00	100.00	-72.00	28.00%		
	150.00	-135.05	9.97%		150.00	-150.00	0.00%		
	29.17	-29.17	0.00%	4.50	29.17	-24.67	15.43%	5.75	
	166.67	-166.67	0.00%	28.00	166.67	-138.67	16.80%		
	20.83	-20.83	0.00%	45.00	20.83	24.17	216.03%		
	8.33	-8.33	0.00%		8.33	-8.33	0.00%		
	112.50	-112.50	0.00%		112.50	-112.50	0.00%		
	4.17	-4.17	0.00%		4.17	-4.17	0.00%		
	83.33	-83.33	0.00%		83.33	-83.33	0.00%	13.50	
	216.67	-196.72	9.21%		216.67	-216.67	0.00%	60.00	
	8.33	-8.33	0.00%		8.33	-8.33	0.00%		
	-62.50	39.90	36.16%	-22.20	-62.50	40.30	35.52%	-3.58	
	0.00				0.00			197.00	
-\$	62.50	\$ 39.90	36.16%	-\$ 22.20	-\$ 62.50	\$ 40.30	35.52%	\$ 193.42	
	4.17	-4.17	0.00%		4.17	-4.17	0.00%	10.00	
	12.50	-12.50	0.00%		12.50	-12.50	0.00%		
	83.33	-83.33	0.00%	10.00	83.33	-73.33	12.00%	1.00	
	8.33	-8.33	0.00%		8.33	-8.33	0.00%		
	416.67	-380.67	8.64%		416.67	-416.67	0.00%		
	8.33	-8.33	0.00%		8.33	-8.33	0.00%		
	33.33	-33.33	0.00%		33.33	-33.33	0.00%		
	0.00			7.00		7.00			
\$	33.33	-\$ 33.33	0.00%	\$ 7.00	\$ 33.33	-\$ 26.33	21.00%	\$ 0.00	
	100.00	-100.00	0.00%	5.00	100.00	-95.00	5.00%		
	6.25	-6.25	0.00%		6.25	-6.25	0.00%		
	25.00	23.00	192.00%	72.00	25.00	47.00	288.00%	16.00	
	6.25	18.75	400.00%		6.25	-6.25	0.00%	25.00	
	41.67	-41.67	0.00%	6.00	41.67	-35.67	14.40%		
	20.83	-20.83	0.00%		20.83	-20.83	0.00%		
	25.00	-25.00	0.00%		25.00	-25.00	0.00%		
	6.25	-6.25	0.00%		6.25	-6.25	0.00%		
	0.00				0.00				
	6.25	-6.25	0.00%		6.25	-6.25	0.00%		

8.33	-8.33	0.00%		8.33	-8.33	0.00%	
12.50	-12.50	0.00%		12.50	-12.50	0.00%	
16.67	-16.67	0.00%		16.67	-16.67	0.00%	
10.00	-10.00	0.00%		10.00	-10.00	0.00%	
41.67	-41.67	0.00%		41.67	-41.67	0.00%	
8.33	-8.33	0.00%		8.33	-8.33	0.00%	
166.67	-166.67	0.00%	32.00	166.67	-134.67	19.20%	
\$ 2,996.34	-\$ 2,620.21	12.55%	\$ 444.94	\$ 2,996.34	-\$ 2,551.40	14.85%	\$ 620.14
\$ 21,019.25	-\$ 19,946.17	5.11%	\$ 2,282.92	\$ 21,019.25	-\$ 18,736.33	10.86%	\$ 2,182.14
	0.00		2,831.05		2,831.05		
5,914.17	-5,914.17	0.00%		5,914.17	-5,914.17	0.00%	
\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 2,831.05	\$ 5,914.17	-\$ 3,083.12	47.87%	\$ 0.00
\$ 33,964.65	-\$ 31,473.61	7.33%	\$ 140,878.97	\$ 33,964.65	\$ 106,914.32	414.78%	\$ 4,753.74
1,666.67	-948.07	43.12%	0.00	1,666.67	-1,666.67	0.00%	1,002.89
	16.25		45.38		45.38		109.17
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
\$ 2,208.34	-\$ 1,473.49	33.28%	\$ 45.38	\$ 2,208.34	-\$ 2,162.96	2.05%	\$ 1,112.06
\$ 31,756.31	-\$ 30,000.12	5.53%	\$ 140,833.59	\$ 31,756.31	\$ 109,077.28	443.48%	\$ 3,641.68
	0.00				0.00		
2,916.67	-2,916.67	0.00%		2,916.67	-2,916.67	0.00%	
\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00	\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00
	0.00				0.00		
1,083.33	-825.58	23.79%		1,083.33	-1,083.33	0.00%	
208.33	335.60	261.09%	88.50	208.33	-119.83	42.48%	
1,270.83	-295.83	76.72%	1,322.72	1,270.83	51.89	104.08%	1,277.00
125.00	-125.00	0.00%	55.99	125.00	-69.01	44.79%	0.00
	0.00				0.00		
125.00	-60.00	52.00%	74.90	125.00	-50.10	59.92%	
12.50	-12.50	0.00%		12.50	-12.50	0.00%	
\$ 137.50	-\$ 72.50	47.27%	\$ 74.90	\$ 137.50	-\$ 62.60	54.47%	\$ 0.00
83.33	-83.33	0.00%		83.33	-83.33	0.00%	
1,397.92	402.08	128.76%	1,800.00	1,397.92	402.08	128.76%	1,800.00
	0.00				0.00		
2,250.00	-2,250.00	0.00%	8,369.34	2,250.00	6,119.34	371.97%	3,170.15
2,049.33	70.69	103.45%	1,597.70	2,049.33	-451.63	77.96%	781.79
23.33	-23.33	0.00%	0.00	23.33	-23.33	0.00%	69.36
\$ 4,322.66	-\$ 2,202.64	49.04%	\$ 9,967.04	\$ 4,322.66	\$ 5,644.38	230.58%	\$ 4,021.30
	0.00				0.00		
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
416.67	-416.67	0.00%	0.00	416.67	-416.67	0.00%	38.43
708.33	-708.33	0.00%	184.08	708.33	-524.25	25.99%	0.00
\$ 1,666.67	-\$ 1,666.67	0.00%	\$ 184.08	\$ 1,666.67	-\$ 1,482.59	11.04%	\$ 38.43

666.67	-404.09	39.39%	184.51	666.67	-482.16	27.68%	407.32
	0.00				0.00		197.00
166.67	-166.67	0.00%		166.67	-166.67	0.00%	
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
	0.00				0.00		
\$ 833.33	-\$ 833.33	0.00%	\$ 0.00	\$ 833.33	-\$ 833.33	0.00%	\$ 0.00
\$ 1,000.00	-\$ 1,000.00	0.00%	\$ 0.00	\$ 1,000.00	-\$ 1,000.00	0.00%	\$ 197.00
250.00	-166.81	33.28%	317.99	250.00	67.99	127.20%	28.04
	0.00				0.00		
29,996.08	1,071.53	103.57%	24,672.91	29,996.08	-5,323.17	82.25%	28,249.85
325.17	-325.17	0.00%		325.17	-325.17	0.00%	
2,795.50	-115.06	95.88%	2,108.06	2,795.50	-687.44	75.41%	2,436.74
1,131.08	-441.08	61.00%	690.00	1,131.08	-441.08	61.00%	690.00
15,851.75	-1,722.75	89.13%	13,744.70	15,851.75	-2,107.05	86.71%	16,570.50
\$ 50,099.58	-\$ 1,532.53	96.94%	\$ 41,215.67	\$ 50,099.58	-\$ 8,883.91	82.27%	\$ 47,947.09
	0.00				0.00		
1,500.00	-1,500.00	0.00%		1,500.00	-1,500.00	0.00%	
416.67	-416.67	0.00%		416.67	-416.67	0.00%	1,322.12
\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 0.00	\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 1,322.12
166.67	-166.67	0.00%		166.67	-166.67	0.00%	
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
229.17	-117.86	48.57%	222.62	229.17	-6.55	97.14%	111.31
291.67	-116.24	60.15%	350.86	291.67	59.19	120.29%	175.43
12.50	-12.50	0.00%	0.00	12.50	-12.50	0.00%	0.80
4.17	-4.17	0.00%		4.17	-4.17	0.00%	
100.00	3.13	103.13%	103.13	100.00	3.13	103.13%	103.13
\$ 643.76	-\$ 253.89	60.56%	\$ 676.61	\$ 643.76	\$ 32.85	105.10%	\$ 390.67
58.33	-58.33	0.00%		58.33	-58.33	0.00%	0.00
1,041.67	1,384.17	232.88%	1,077.82	1,041.67	36.15	103.47%	1,912.91
375.00	-225.00	40.00%	150.00	375.00	-225.00	40.00%	150.00
	0.00				0.00		
	0.00				0.00		
0.83	-0.83	0.00%		0.83	-0.83	0.00%	
100.00	-100.00	0.00%		100.00	-100.00	0.00%	
\$ 100.83	-\$ 100.83	0.00%	\$ 0.00	\$ 100.83	-\$ 100.83	0.00%	\$ 0.00
	0.00				0.00		
416.67	-248.88	40.27%	-3,806.21	416.67	-4,222.88	-913.48%	287.79
	17.50		13.13		13.13		
208.33	-174.84	16.08%	56.85	208.33	-151.48	27.29%	56.60
\$ 625.00	-\$ 406.22	35.00%	-\$ 3,736.23	\$ 625.00	-\$ 4,361.23	-597.80%	\$ 344.39
21.92	-9.92	54.74%	12.00	21.92	-9.92	54.74%	12.00
	0.00				0.00		
	0.00				0.00		

\$	0.00	\$	0.00		\$	0.00	\$	0.00	\$	0.00		\$	0.00
	416.67		-416.67	0.00%				416.67		-416.67	0.00%		
	62.50		-62.50	0.00%				62.50		-62.50	0.00%		
			0.00							0.00			
	833.33		-833.33	0.00%				833.33		-833.33	0.00%		
\$	833.33	-\$	833.33	0.00%	\$	0.00	\$	833.33	-\$	833.33	0.00%	\$	0.00
	125.00		-62.11	50.31%				125.00		-125.00	0.00%		0.00
			420.00							0.00			
	1,000.00		-1,000.00	0.00%		1,798.50		1,000.00		798.50	179.85%		98.66
	508.33		189.21	137.22%		346.05		508.33		-162.28	68.08%		41.77
\$	1,508.33	-\$	390.79	74.09%	\$	2,144.55	\$	1,508.33	\$	636.22	142.18%	\$	140.43
\$	73,124.17	-\$	14,072.73	80.76%	\$	55,536.15	\$	73,124.17	-\$	17,588.02	75.95%	\$	59,988.70
-\$	41,367.86	-\$	15,927.39	138.50%	\$	85,297.44	-\$	41,367.86	\$	126,665.30	-206.19%	-\$	56,347.02
-\$	41,367.86	-\$	15,927.39	138.50%	\$	85,297.44	-\$	41,367.86	\$	126,665.30	-206.19%	-\$	56,347.02

VALDEZ MUSEUM Budget vs. Ac

Apr 2025				May 2025			
Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual
	0.00				0.00		
750.00	915.00	222.00%		750.00	-750.00	0.00%	
0.00	0.00			0.00	0.00		133,750.00
466.67	-466.67	0.00%		466.67	-466.67	0.00%	
\$ 1,216.67	\$ 448.33	136.85%	\$ 0.00	\$ 1,216.67	-\$ 1,216.67	0.00%	\$ 133,750.00
	0.00				0.00		
	0.00				0.00		
	0.00				0.00		
562.50	-375.90	33.17%	50.00	562.50	-512.50	8.89%	38.00
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
\$ 1,395.83	-\$ 1,209.23	13.37%	\$ 50.00	\$ 1,395.83	-\$ 1,345.83	3.58%	\$ 38.00
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
333.33	-333.33	0.00%	2,640.00	333.33	2,306.67	792.01%	3,110.00
333.33	-333.33	0.00%		333.33	-333.33	0.00%	
2,083.33	-2,083.33	0.00%		2,083.33	-2,083.33	0.00%	
833.33	-188.33	77.40%	245.00	833.33	-588.33	29.40%	125.00
	0.00				0.00		
2.08	72.92	3605.77%		2.08	-2.08	0.00%	
\$ 2.08	\$ 72.92	3605.77%	\$ 0.00	\$ 2.08	-\$ 2.08	0.00%	\$ 0.00
\$ 5,814.56	-\$ 4,907.96	15.59%	\$ 2,935.00	\$ 5,814.56	-\$ 2,879.56	50.48%	\$ 3,273.00
	0.00				0.00		
0.00	0.00			0.00	0.00		
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
	0.00				0.00		
3,458.33	-3,458.33	0.00%	5,400.00	3,458.33	1,941.67	156.14%	8,900.00
7,166.67	-7,166.67	0.00%	16,198.00	7,166.67	9,031.33	226.02%	18,543.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	
7,083.33	-5,942.33	16.11%	6,429.00	7,083.33	-654.33	90.76%	22,746.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	450.00
\$ 17,958.33	-\$ 16,817.33	6.35%	\$ 28,027.00	\$ 17,958.33	\$ 10,068.67	156.07%	\$ 50,639.00
	0.00				0.00		
	0.00				0.00		
	0.00				0.00		
	416.00		2,403.87		2,403.87		10,472.72
\$ 0.00	\$ 416.00		\$ 2,403.87	\$ 0.00	\$ 2,403.87		\$ 10,472.72

	0.00				0.00					
	58.33	-53.33	8.57%	0.00	58.33	-58.33	0.00%	325.00		
\$	58.33	-\$ 53.33	8.57%	\$ 0.00	\$ 58.33	-\$ 58.33	0.00%	\$ 325.00		
	0.00				0.00					
	29.17	-29.17	0.00%	8.00	29.17	-21.17	27.43%			
	466.67	-297.03	36.35%	590.15	466.67	123.48	126.46%	1,082.22		
	125.00	-107.02	14.38%	48.92	125.00	-76.08	39.14%	62.93		
	416.67	-333.82	19.88%	191.69	416.67	-224.98	46.01%	695.99		
	16.67	-16.67	0.00%	32.00	16.67	15.33	191.96%	120.00		
	36.25	-11.25	68.97%	45.00	36.25	8.75	124.14%	45.00		
	0.08	-0.08	0.00%		0.08	-0.08	0.00%			
	100.00	-100.00	0.00%	105.00	100.00	5.00	105.00%	168.00		
	150.00	-150.00	0.00%	123.70	150.00	-26.30	82.47%	249.50		
	29.17	-23.42	19.71%	52.25	29.17	23.08	179.12%	51.00		
	166.67	-166.67	0.00%	184.00	166.67	17.33	110.40%	116.00		
	20.83	-20.83	0.00%	45.00	20.83	24.17	216.03%	85.00		
	8.33	-8.33	0.00%	3.90	8.33	-4.43	46.82%	3.90		
	112.50	-112.50	0.00%	23.50	112.50	-89.00	20.89%	54.00		
	4.17	-4.17	0.00%		4.17	-4.17	0.00%			
	83.33	-69.83	16.20%	70.00	83.33	-13.33	84.00%	151.00		
	216.67	-156.67	27.69%	296.95	216.67	80.28	137.05%	343.00		
	8.33	-8.33	0.00%	30.00	8.33	21.67	360.14%	15.00		
	-62.50	58.92	5.73%	-12.00	-62.50	50.50	19.20%	-57.26		
	197.00					0.00				
-\$	62.50	\$ 255.92	-309.47%	-\$ 12.00	-\$ 62.50	\$ 50.50	19.20%	-\$ 57.26		
	4.17	5.83	239.81%	40.00	4.17	35.83	959.23%	10.00		
	12.50	-12.50	0.00%		12.50	-12.50	0.00%			
	83.33	-82.33	1.20%	174.95	83.33	91.62	209.95%	274.99		
	8.33	-8.33	0.00%		8.33	-8.33	0.00%			
	416.67	-416.67	0.00%	50.00	416.67	-366.67	12.00%	85.00		
	8.33	-8.33	0.00%		8.33	-8.33	0.00%			
	33.33	-33.33	0.00%		33.33	-33.33	0.00%			
	0.00			21.00		21.00		14.00		
\$	33.33	-\$ 33.33	0.00%	\$ 21.00	\$ 33.33	-\$ 12.33	63.01%	\$ 14.00		
	100.00	-100.00	0.00%	11.00	100.00	-89.00	11.00%	56.00		
	6.25	-6.25	0.00%		6.25	-6.25	0.00%			
	25.00	-9.00	64.00%	128.00	25.00	103.00	512.00%	192.00		
	6.25	18.75	400.00%		6.25	-6.25	0.00%	10.00		
	41.67	-41.67	0.00%	5.00	41.67	-36.67	12.00%	68.00		
	20.83	-20.83	0.00%	90.00	20.83	69.17	432.07%	60.00		
	25.00	-25.00	0.00%		25.00	-25.00	0.00%			
	6.25	-6.25	0.00%		6.25	-6.25	0.00%	30.00		
	0.00					0.00				
	6.25	-6.25	0.00%		6.25	-6.25	0.00%			

8.33	-8.33	0.00%	15.00	8.33	6.67	180.07%	18.00
12.50	-12.50	0.00%	21.00	12.50	8.50	168.00%	51.00
16.67	-16.67	0.00%		16.67	-16.67	0.00%	
10.00	-10.00	0.00%		10.00	-10.00	0.00%	
41.67	-41.67	0.00%	15.00	41.67	-26.67	36.00%	54.00
8.33	-8.33	0.00%		8.33	-8.33	0.00%	
166.67	-166.67	0.00%	362.00	166.67	195.33	217.20%	488.00
\$ 2,996.34	-\$ 2,376.20	20.70%	\$ 2,771.01	\$ 2,996.34	-\$ 225.33	92.48%	\$ 4,596.27
\$ 21,019.25	-\$ 18,837.11	10.38%	\$ 33,201.88	\$ 21,019.25	\$ 12,182.63	157.96%	\$ 66,032.99
	0.00				0.00		
5,914.17	-5,914.17	0.00%		5,914.17	-5,914.17	0.00%	
\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00	\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00
\$ 33,964.65	-\$ 29,210.91	14.00%	\$ 36,136.88	\$ 33,964.65	\$ 2,172.23	106.40%	\$ 203,055.99
1,666.67	-663.78	60.17%	2,332.44	1,666.67	665.77	139.95%	3,385.53
	109.17		336.66		336.66		1,699.93
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
\$ 2,208.34	-\$ 1,096.28	50.36%	\$ 2,669.10	\$ 2,208.34	\$ 460.76	120.86%	\$ 5,085.46
\$ 31,756.31	-\$ 28,114.63	11.47%	\$ 33,467.78	\$ 31,756.31	\$ 1,711.47	105.39%	\$ 197,970.53
	0.00				0.00		
2,916.67	-2,916.67	0.00%		2,916.67	-2,916.67	0.00%	
\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00	\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00
	0.00		0.00		0.00		0.00
1,083.33	-1,083.33	0.00%		1,083.33	-1,083.33	0.00%	
208.33	-208.33	0.00%		208.33	-208.33	0.00%	
1,270.83	6.17	100.49%	996.27	1,270.83	-274.56	78.40%	997.00
125.00	-125.00	0.00%	124.27	125.00	-0.73	99.42%	
	0.00				0.00		
125.00	-125.00	0.00%	16.29	125.00	-108.71	13.03%	22.04
12.50	-12.50	0.00%		12.50	-12.50	0.00%	
\$ 137.50	-\$ 137.50	0.00%	\$ 16.29	\$ 137.50	-\$ 121.21	11.85%	\$ 22.04
83.33	-83.33	0.00%		83.33	-83.33	0.00%	
1,397.92	402.08	128.76%	1,800.00	1,397.92	402.08	128.76%	1,800.00
	0.00				0.00		
2,250.00	920.15	140.90%	1,629.84	2,250.00	-620.16	72.44%	1,757.14
2,049.33	-1,267.54	38.15%	1,537.29	2,049.33	-512.04	75.01%	1,581.54
23.33	46.03	297.30%	0.00	23.33	-23.33	0.00%	0.00
\$ 4,322.66	-\$ 301.36	93.03%	\$ 3,167.13	\$ 4,322.66	-\$ 1,155.53	73.27%	\$ 3,338.68
	0.00				0.00		
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
416.67	-378.24	9.22%	63.50	416.67	-353.17	15.24%	125.00
708.33	-708.33	0.00%	531.48	708.33	-176.85	75.03%	513.20
\$ 1,666.67	-\$ 1,628.24	2.31%	\$ 594.98	\$ 1,666.67	-\$ 1,071.69	35.70%	\$ 638.20

666.67	-259.35	61.10%	279.94	666.67	-386.73	41.99%	224.04
	197.00				0.00		
166.67	-166.67	0.00%		166.67	-166.67	0.00%	
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
	0.00				0.00		
\$ 833.33	-\$ 833.33	0.00%	\$ 0.00	\$ 833.33	-\$ 833.33	0.00%	\$ 0.00
\$ 1,000.00	-\$ 803.00	19.70%	\$ 0.00	\$ 1,000.00	-\$ 1,000.00	0.00%	\$ 0.00
250.00	-221.96	11.22%	90.38	250.00	-159.62	36.15%	
	0.00				0.00		
29,996.08	-1,746.23	94.18%	30,638.78	29,996.08	642.70	102.14%	38,425.20
325.17	-325.17	0.00%		325.17	-325.17	0.00%	
2,795.50	-358.76	87.17%	2,643.36	2,795.50	-152.14	94.56%	3,316.86
1,131.08	-441.08	61.00%	690.00	1,131.08	-441.08	61.00%	690.00
15,851.75	718.75	104.53%	16,570.50	15,851.75	718.75	104.53%	16,570.50
\$ 50,099.58	-\$ 2,152.49	95.70%	\$ 50,542.64	\$ 50,099.58	\$ 443.06	100.88%	\$ 59,002.56
	0.00				0.00		
1,500.00	-1,500.00	0.00%		1,500.00	-1,500.00	0.00%	16,550.00
416.67	905.45	317.31%		416.67	-416.67	0.00%	400.00
\$ 1,916.67	-\$ 594.55	68.98%	\$ 0.00	\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 16,950.00
166.67	-166.67	0.00%	127.63	166.67	-39.04	76.58%	32.19
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
229.17	-117.86	48.57%	111.31	229.17	-117.86	48.57%	
291.67	-116.24	60.15%	175.43	291.67	-116.24	60.15%	
12.50	-11.70	6.40%	0.00	12.50	-12.50	0.00%	
4.17	-4.17	0.00%		4.17	-4.17	0.00%	
100.00	3.13	103.13%	103.13	100.00	3.13	103.13%	103.13
\$ 643.76	-\$ 253.09	60.69%	\$ 389.87	\$ 643.76	-\$ 253.89	60.56%	\$ 103.13
58.33	-58.33	0.00%	0.00	58.33	-58.33	0.00%	266.56
1,041.67	871.24	183.64%	776.96	1,041.67	-264.71	74.59%	660.93
375.00	-225.00	40.00%	150.00	375.00	-225.00	40.00%	150.00
	0.00				0.00		114.00
	0.00				0.00		
0.83	-0.83	0.00%	0.00	0.83	-0.83	0.00%	0.00
100.00	-100.00	0.00%		100.00	-100.00	0.00%	
\$ 100.83	-\$ 100.83	0.00%	\$ 0.00	\$ 100.83	-\$ 100.83	0.00%	\$ 0.00
	0.00				0.00		
416.67	-128.88	69.07%		416.67	-416.67	0.00%	285.58
	0.00				0.00		
208.33	-151.73	27.17%	248.28	208.33	39.95	119.18%	784.01
\$ 625.00	-\$ 280.61	55.10%	\$ 248.28	\$ 625.00	-\$ 376.72	39.72%	\$ 1,069.59
21.92	-9.92	54.74%	12.00	21.92	-9.92	54.74%	12.00
	0.00				0.00		
	0.00		275.77		275.77		

\$	0.00	\$	0.00		\$	275.77	\$	0.00	\$	275.77		\$	0.00
	416.67		-416.67	0.00%				416.67		-416.67	0.00%		
	62.50		-62.50	0.00%		45.00		62.50		-17.50	72.00%		
			0.00							0.00			
	833.33		-833.33	0.00%				833.33		-833.33	0.00%		
\$	833.33	-\$	833.33	0.00%	\$	0.00	\$	833.33	-\$	833.33	0.00%	\$	0.00
	125.00		-125.00	0.00%		95.85		125.00		-29.15	76.68%		192.66
			0.00							0.00			
	1,000.00		-901.34	9.87%		254.94		1,000.00		-745.06	25.49%		103.90
	508.33		-466.56	8.22%		1,445.00		508.33		936.67	284.26%		
\$	1,508.33	-\$	1,367.90	9.31%	\$	1,699.94	\$	1,508.33	\$	191.61	112.70%	\$	103.90
\$	73,124.17	-\$	13,135.47	82.04%	\$	61,433.20	\$	73,124.17	-\$	11,690.97	84.01%	\$	85,677.48
-\$	41,367.86	-\$	14,979.16	136.21%	-\$	27,965.42	-\$	41,367.86	\$	13,402.44	67.60%	\$	112,293.05
-\$	41,367.86	-\$	14,979.16	136.21%	-\$	27,965.42	-\$	41,367.86	\$	13,402.44	67.60%	\$	112,293.05

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| & HISTORICAL ARCHIVE ASSOCIATION, IN

tuals: Budget_FY25_P&L_1 - FY25 P&L

January 1 - November 13, 2025

Jun 2025			Jul 2025				
Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual
	0.00				0.00		
750.00	-750.00	0.00%		750.00	-750.00	0.00%	
0.00	133,750.00			0.00	0.00		
466.67	-466.67	0.00%		466.67	-466.67	0.00%	
\$ 1,216.67	\$ 132,533.33	10993.12%	\$ 0.00	\$ 1,216.67	-\$ 1,216.67	0.00%	\$ 0.00
	0.00				0.00		
	0.00				0.00		100.00
562.50	-524.50	6.76%	305.00	562.50	-257.50	54.22%	25.65
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
\$ 1,395.83	-\$ 1,357.83	2.72%	\$ 305.00	\$ 1,395.83	-\$ 1,090.83	21.85%	\$ 125.65
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
333.33	2,776.67	933.01%	150.00	333.33	-183.33	45.00%	
333.33	-333.33	0.00%		333.33	-333.33	0.00%	
2,083.33	-2,083.33	0.00%		2,083.33	-2,083.33	0.00%	
833.33	-708.33	15.00%	160.00	833.33	-673.33	19.20%	232.99
	0.00				0.00		
2.08	-2.08	0.00%		2.08	-2.08	0.00%	
\$ 2.08	-\$ 2.08	0.00%	\$ 0.00	\$ 2.08	-\$ 2.08	0.00%	\$ 0.00
\$ 5,814.56	-\$ 2,541.56	56.29%	\$ 615.00	\$ 5,814.56	-\$ 5,199.56	10.58%	\$ 358.64
	0.00		-20.00		-20.00		
0.00	0.00			0.00	0.00		
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
	0.00				0.00		
3,458.33	5,441.67	257.35%	10,235.00	3,458.33	6,776.67	295.95%	8,000.00
7,166.67	11,376.33	258.74%	26,887.00	7,166.67	19,720.33	375.17%	19,404.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	
7,083.33	15,662.67	321.12%	22,573.00	7,083.33	15,489.67	318.68%	17,687.00
125.00	325.00	360.00%	150.00	125.00	25.00	120.00%	
\$ 17,958.33	\$ 32,680.67	281.98%	\$ 59,845.00	\$ 17,958.33	\$ 41,886.67	333.24%	\$ 45,091.00
	0.00				0.00		
	0.00				0.00		
	0.00				0.00		
	10,472.72		8,886.01		8,886.01		8,758.58
\$ 0.00	\$ 10,472.72		\$ 8,886.01	\$ 0.00	\$ 8,886.01		\$ 8,758.58

		0.00				0.00			200.00
	58.33	266.67	557.17%		58.33	-58.33	0.00%		
\$	58.33	\$ 266.67	557.17%	\$ 0.00	\$ 58.33	-\$ 58.33	0.00%	\$	200.00
		0.00				0.00			
	29.17	-29.17	0.00%		29.17	-29.17	0.00%		
	466.67	615.55	231.90%	1,090.01	466.67	623.34	233.57%		419.93
	125.00	-62.07	50.34%	52.92	125.00	-72.08	42.34%		63.91
	416.67	279.32	167.04%	541.80	416.67	125.13	130.03%		338.05
	16.67	103.33	719.86%	32.00	16.67	15.33	191.96%		56.00
	36.25	8.75	124.14%	95.00	36.25	58.75	262.07%		15.00
	0.08	-0.08	0.00%		0.08	-0.08	0.00%		
	100.00	68.00	168.00%	120.00	100.00	20.00	120.00%		90.00
	150.00	99.50	166.33%	290.35	150.00	140.35	193.57%		392.15
	29.17	21.83	174.84%	30.50	29.17	1.33	104.56%		20.00
	166.67	-50.67	69.60%	248.00	166.67	81.33	148.80%		84.00
	20.83	64.17	408.07%	90.00	20.83	69.17	432.07%		
	8.33	-4.43	46.82%	9.50	8.33	1.17	114.05%		30.00
	112.50	-58.50	48.00%	111.00	112.50	-1.50	98.67%		66.00
	4.17	-4.17	0.00%		4.17	-4.17	0.00%		
	83.33	67.67	181.21%	139.00	83.33	55.67	166.81%		15.00
	216.67	126.33	158.31%	260.00	216.67	43.33	120.00%		280.00
	8.33	6.67	180.07%	30.00	8.33	21.67	360.14%		
	-62.50	5.24	91.62%	-19.08	-62.50	43.42	30.53%		-32.34
		0.00				0.00			
-\$	62.50	\$ 5.24	91.62%	-\$ 19.08	-\$ 62.50	\$ 43.42	30.53%	-\$	32.34
	4.17	5.83	239.81%	10.00	4.17	5.83	239.81%		100.00
	12.50	-12.50	0.00%		12.50	-12.50	0.00%		
	83.33	191.66	330.00%	236.00	83.33	152.67	283.21%		209.00
	8.33	-8.33	0.00%		8.33	-8.33	0.00%		
	416.67	-331.67	20.40%	50.00	416.67	-366.67	12.00%		50.00
	8.33	-8.33	0.00%		8.33	-8.33	0.00%		
	33.33	-33.33	0.00%	27.00	33.33	-6.33	81.01%		
		14.00		24.00		24.00			
\$	33.33	-\$ 19.33	42.00%	\$ 51.00	\$ 33.33	\$ 17.67	153.02%	\$	0.00
	100.00	-44.00	56.00%	117.00	100.00	17.00	117.00%		72.00
	6.25	-6.25	0.00%		6.25	-6.25	0.00%		
	25.00	167.00	768.00%	-56.00	25.00	-81.00	-224.00%		200.00
	6.25	3.75	160.00%	25.00	6.25	18.75	400.00%		25.00
	41.67	26.33	163.19%	102.00	41.67	60.33	244.78%		60.00
	20.83	39.17	288.05%	120.00	20.83	99.17	576.09%		42.00
	25.00	-25.00	0.00%		25.00	-25.00	0.00%		
	6.25	23.75	480.00%	30.00	6.25	23.75	480.00%		
		0.00				0.00			86.00
	6.25	-6.25	0.00%		6.25	-6.25	0.00%		

8.33	9.67	216.09%		8.33	-8.33	0.00%	56.00
12.50	38.50	408.00%	36.00	12.50	23.50	288.00%	35.00
16.67	-16.67	0.00%		16.67	-16.67	0.00%	
10.00	-10.00	0.00%		10.00	-10.00	0.00%	
41.67	12.33	129.59%		41.67	-41.67	0.00%	
8.33	-8.33	0.00%		8.33	-8.33	0.00%	
166.67	321.33	292.79%	270.00	166.67	103.33	162.00%	162.00
\$ 2,996.34	\$ 1,599.93	153.40%	\$ 4,112.00	\$ 2,996.34	\$ 1,115.66	137.23%	\$ 2,934.70
\$ 21,019.25	\$ 45,013.74	314.15%	\$ 72,843.01	\$ 21,019.25	\$ 51,823.76	346.55%	\$ 56,984.28
	0.00				0.00		
5,914.17	-5,914.17	0.00%		5,914.17	-5,914.17	0.00%	
\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00	\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00
\$ 33,964.65	\$ 169,091.34	597.85%	\$ 73,438.01	\$ 33,964.65	\$ 39,473.36	216.22%	\$ 57,342.92
1,666.67	1,718.86	203.13%	2,532.61	1,666.67	865.94	151.96%	1,717.03
	1,699.93		2,939.50		2,939.50		2,496.80
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
\$ 2,208.34	\$ 2,877.12	230.28%	\$ 5,472.11	\$ 2,208.34	\$ 3,263.77	247.79%	\$ 4,213.83
\$ 31,756.31	\$ 166,214.22	623.41%	\$ 67,965.90	\$ 31,756.31	\$ 36,209.59	214.02%	\$ 53,129.09
	0.00				0.00		
2,916.67	-2,916.67	0.00%		2,916.67	-2,916.67	0.00%	
\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00	\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00
	0.00				0.00		
1,083.33	-1,083.33	0.00%		1,083.33	-1,083.33	0.00%	
208.33	-208.33	0.00%	543.93	208.33	335.60	261.09%	
1,270.83	-273.83	78.45%	997.26	1,270.83	-273.57	78.47%	1,004.76
125.00	-125.00	0.00%		125.00	-125.00	0.00%	0.00
	0.00		169.00		169.00		
125.00	-102.96	17.63%	114.37	125.00	-10.63	91.50%	31.46
12.50	-12.50	0.00%		12.50	-12.50	0.00%	60.00
\$ 137.50	-\$ 115.46	16.03%	\$ 283.37	\$ 137.50	\$ 145.87	206.09%	\$ 91.46
83.33	-83.33	0.00%	712.50	83.33	629.17	855.03%	
1,397.92	402.08	128.76%	1,800.00	1,397.92	402.08	128.76%	1,800.00
	0.00				0.00		
2,250.00	-492.86	78.10%	1,581.65	2,250.00	-668.35	70.30%	1,874.27
2,049.33	-467.79	77.17%	781.79	2,049.33	-1,267.54	38.15%	
23.33	-23.33	0.00%	69.36	23.33	46.03	297.30%	
\$ 4,322.66	-\$ 983.98	77.24%	\$ 2,432.80	\$ 4,322.66	-\$ 1,889.86	56.28%	\$ 1,874.27
	0.00				0.00		
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
416.67	-291.67	30.00%	707.57	416.67	290.90	169.82%	160.74
708.33	-195.13	72.45%	353.16	708.33	-355.17	49.86%	313.00
\$ 1,666.67	-\$ 1,028.47	38.29%	\$ 1,060.73	\$ 1,666.67	-\$ 605.94	63.64%	\$ 473.74

666.67	-442.63	33.61%	26.68	666.67	-639.99	4.00%	64.99
	0.00				0.00		
166.67	-166.67	0.00%		166.67	-166.67	0.00%	
833.33	-833.33	0.00%		833.33	-833.33	0.00%	97.93
	0.00				0.00		30.90
\$ 833.33	-\$ 833.33	0.00%	\$ 0.00	\$ 833.33	-\$ 833.33	0.00%	\$ 128.83
\$ 1,000.00	-\$ 1,000.00	0.00%	\$ 0.00	\$ 1,000.00	-\$ 1,000.00	0.00%	\$ 128.83
250.00	-250.00	0.00%	438.74	250.00	188.74	175.50%	0.00
	0.00				0.00		
29,996.08	8,429.12	128.10%	39,638.88	29,996.08	9,642.80	132.15%	43,736.67
325.17	-325.17	0.00%		325.17	-325.17	0.00%	
2,795.50	521.36	118.65%	3,616.60	2,795.50	821.10	129.37%	3,775.92
1,131.08	-441.08	61.00%	690.00	1,131.08	-441.08	61.00%	585.00
15,851.75	718.75	104.53%	16,570.50	15,851.75	718.75	104.53%	13,256.40
\$ 50,099.58	\$ 8,902.98	117.77%	\$ 60,515.98	\$ 50,099.58	\$ 10,416.40	120.79%	\$ 61,353.99
	0.00				0.00		
1,500.00	15,050.00	1103.33%		1,500.00	-1,500.00	0.00%	
416.67	-16.67	96.00%		416.67	-416.67	0.00%	525.00
\$ 1,916.67	\$ 15,033.33	884.35%	\$ 0.00	\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 525.00
166.67	-134.48	19.31%	32.19	166.67	-134.48	19.31%	
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
229.17	-229.17	0.00%	222.62	229.17	-6.55	97.14%	111.31
291.67	-291.67	0.00%	350.86	291.67	59.19	120.29%	175.43
12.50	-12.50	0.00%	0.00	12.50	-12.50	0.00%	0.00
4.17	-4.17	0.00%		4.17	-4.17	0.00%	
100.00	3.13	103.13%	103.13	100.00	3.13	103.13%	103.13
\$ 643.76	-\$ 540.63	16.02%	\$ 676.61	\$ 643.76	\$ 32.85	105.10%	\$ 389.87
58.33	208.23	456.99%		58.33	-58.33	0.00%	0.00
1,041.67	-380.74	63.45%	618.98	1,041.67	-422.69	59.42%	832.97
375.00	-225.00	40.00%		375.00	-375.00	0.00%	313.73
	114.00		7,195.70		7,195.70		
	0.00				0.00		
0.83	-0.83	0.00%		0.83	-0.83	0.00%	
100.00	-100.00	0.00%		100.00	-100.00	0.00%	
\$ 100.83	-\$ 100.83	0.00%	\$ 0.00	\$ 100.83	-\$ 100.83	0.00%	\$ 0.00
	0.00				0.00		
416.67	-131.09	68.54%	142.79	416.67	-273.88	34.27%	386.79
	0.00		10.50		10.50		3.50
208.33	575.68	376.33%	804.79	208.33	596.46	386.31%	689.07
\$ 625.00	\$ 444.59	171.13%	\$ 958.08	\$ 625.00	\$ 333.08	153.29%	\$ 1,079.36
21.92	-9.92	54.74%	12.00	21.92	-9.92	54.74%	12.00
	0.00				0.00		
	0.00		19.00		19.00		

\$	0.00	\$	0.00		\$	19.00	\$	0.00	\$	19.00		\$	0.00
	416.67		-416.67	0.00%				416.67		-416.67	0.00%		100.00
	62.50		-62.50	0.00%				62.50		-62.50	0.00%		30.00
			0.00							0.00			
	833.33		-833.33	0.00%				833.33		-833.33	0.00%		
\$	833.33	-\$	833.33	0.00%	\$	0.00	\$	833.33	-\$	833.33	0.00%	\$	0.00
	125.00		67.66	154.13%		175.15		125.00		50.15	140.12%		148.94
			0.00							0.00			
	1,000.00		-896.10	10.39%		143.79		1,000.00		-856.21	14.38%		101.53
	508.33		-508.33	0.00%		0.00		508.33		-508.33	0.00%		583.84
\$	1,508.33	-\$	1,404.43	6.89%	\$	143.79	\$	1,508.33	-\$	1,364.54	9.53%	\$	685.37
\$	73,124.17	\$	12,553.31	117.17%	\$	78,643.49	\$	73,124.17	\$	5,519.32	107.55%	\$	70,909.28
-\$	41,367.86	\$	153,660.91	-271.45%	-\$	10,677.59	-\$	41,367.86	\$	30,690.27	25.81%	-\$	17,780.19
-\$	41,367.86	\$	153,660.91	-271.45%	-\$	10,677.59	-\$	41,367.86	\$	30,690.27	25.81%	-\$	17,780.19

day, Nov 13, 2025 01:52:38 PM GMT-8 - Accrual Basis

Aug 2025			Sep 2025				
Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual
	0.00				0.00		
750.00	-750.00	0.00%		750.00	-750.00	0.00%	
0.00	0.00		133,750.00	0.00	133,750.00		
466.67	-466.67	0.00%		466.67	-466.67	0.00%	15,000.00
\$ 1,216.67	-\$ 1,216.67	0.00%	\$ 133,750.00	\$ 1,216.67	\$ 132,533.33	10993.12%	\$ 15,000.00
	0.00				0.00		
	0.00				0.00		
	100.00				0.00		
562.50	-536.85	4.56%	615.15	562.50	52.65	109.36%	1,006.00
833.33	-833.33	0.00%		833.33	-833.33	0.00%	
\$ 1,395.83	-\$ 1,270.18	9.00%	\$ 615.15	\$ 1,395.83	-\$ 780.68	44.07%	\$ 1,006.00
833.33	-833.33	0.00%	4,000.00	833.33	3,166.67	480.00%	1,500.00
333.33	-333.33	0.00%		333.33	-333.33	0.00%	
333.33	-333.33	0.00%		333.33	-333.33	0.00%	
2,083.33	-2,083.33	0.00%	573.11	2,083.33	-1,510.22	27.51%	935.00
833.33	-600.34	27.96%		833.33	-833.33	0.00%	350.00
	0.00				0.00		
2.08	-2.08	0.00%		2.08	-2.08	0.00%	
\$ 2.08	-\$ 2.08	0.00%	\$ 0.00	\$ 2.08	-\$ 2.08	0.00%	\$ 0.00
\$ 5,814.56	-\$ 5,455.92	6.17%	\$ 5,188.26	\$ 5,814.56	-\$ 626.30	89.23%	\$ 3,791.00
	0.00				0.00		
0.00	0.00			0.00	0.00		
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
	0.00				0.00		
3,458.33	4,541.67	231.33%	3,800.00	3,458.33	341.67	109.88%	
7,166.67	12,237.33	270.75%	14,882.00	7,166.67	7,715.33	207.66%	
125.00	-125.00	0.00%		125.00	-125.00	0.00%	
7,083.33	10,603.67	249.70%	8,544.00	7,083.33	1,460.67	120.62%	986.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	
\$ 17,958.33	\$ 27,132.67	251.09%	\$ 27,226.00	\$ 17,958.33	\$ 9,267.67	151.61%	\$ 986.00
	0.00				0.00		
	0.00				0.00		39.05
	0.00				0.00		
	8,758.58		6,324.81		6,324.81		3,324.80
\$ 0.00	\$ 8,758.58		\$ 6,324.81	\$ 0.00	\$ 6,324.81		\$ 3,363.85

		200.00				0.00				
	58.33	-58.33	0.00%		58.33	-58.33	0.00%		1,260.00	
\$	58.33	\$ 141.67	342.88%	\$ 0.00	\$ 58.33	-\$ 58.33	0.00%	\$ 1,260.00		
		0.00				0.00				
	29.17	-29.17	0.00%	7.95	29.17	-21.22	27.25%			
	466.67	-46.74	89.98%	960.14	466.67	493.47	205.74%		116.83	
	125.00	-61.09	51.13%	30.93	125.00	-94.07	24.74%			
	416.67	-78.62	81.13%	224.55	416.67	-192.12	53.89%		95.90	
	16.67	39.33	335.93%	24.00	16.67	7.33	143.97%			
	36.25	-21.25	41.38%	10.00	36.25	-26.25	27.59%			
	0.08	-0.08	0.00%		0.08	-0.08	0.00%			
	100.00	-10.00	90.00%	43.00	100.00	-57.00	43.00%		10.00	
	150.00	242.15	261.43%	175.60	150.00	25.60	117.07%		49.90	
	29.17	-9.17	68.56%	6.25	29.17	-22.92	21.43%		4.75	
	166.67	-82.67	50.40%	68.00	166.67	-98.67	40.80%			
	20.83	-20.83	0.00%	45.00	20.83	24.17	216.03%			
	8.33	21.67	360.14%		8.33	-8.33	0.00%			
	112.50	-46.50	58.67%		112.50	-112.50	0.00%			
	4.17	-4.17	0.00%		4.17	-4.17	0.00%			
	83.33	-68.33	18.00%	99.00	83.33	15.67	118.80%		24.00	
	216.67	63.33	129.23%	149.95	216.67	-66.72	69.21%		20.00	
	8.33	-8.33	0.00%	30.00	8.33	21.67	360.14%			
	-62.50	30.16	51.74%	-14.49	-62.50	48.01	23.18%		-31.62	
		0.00				0.00				
-\$	62.50	\$ 30.16	51.74%	-\$ 14.49	-\$ 62.50	\$ 48.01	23.18%	-\$ 31.62		
	4.17	95.83	2398.08%	40.00	4.17	35.83	959.23%		10.00	
	12.50	-12.50	0.00%		12.50	-12.50	0.00%			
	83.33	125.67	250.81%	228.00	83.33	144.67	273.61%			
	8.33	-8.33	0.00%		8.33	-8.33	0.00%			
	416.67	-366.67	12.00%	36.00	416.67	-380.67	8.64%			
	8.33	-8.33	0.00%		8.33	-8.33	0.00%			
	33.33	-33.33	0.00%	20.00	33.33	-13.33	60.01%			
		0.00		50.00		50.00				
\$	33.33	-\$ 33.33	0.00%	\$ 70.00	\$ 33.33	\$ 36.67	210.02%	\$ 0.00		
	100.00	-28.00	72.00%	54.00	100.00	-46.00	54.00%			
	6.25	-6.25	0.00%		6.25	-6.25	0.00%			
	25.00	175.00	800.00%	40.00	25.00	15.00	160.00%		8.00	
	6.25	18.75	400.00%		6.25	-6.25	0.00%			
	41.67	18.33	143.99%	15.00	41.67	-26.67	36.00%			
	20.83	21.17	201.63%	30.00	20.83	9.17	144.02%		6.00	
	25.00	-25.00	0.00%		25.00	-25.00	0.00%			
	6.25	-6.25	0.00%	30.00	6.25	23.75	480.00%			
		86.00				0.00				
	6.25	-6.25	0.00%		6.25	-6.25	0.00%			

8.33	47.67	672.27%	21.00	8.33	12.67	252.10%	
12.50	22.50	280.00%		12.50	-12.50	0.00%	3.00
16.67	-16.67	0.00%		16.67	-16.67	0.00%	
10.00	-10.00	0.00%		10.00	-10.00	0.00%	
41.67	-41.67	0.00%	30.00	41.67	-11.67	71.99%	
8.33	-8.33	0.00%		8.33	-8.33	0.00%	
166.67	-4.67	97.20%	162.00	166.67	-4.67	97.20%	
\$ 2,996.34	-\$ 61.64	97.94%	\$ 2,615.88	\$ 2,996.34	-\$ 380.46	87.30%	\$ 316.76
\$ 21,019.25	\$ 35,965.03	271.11%	\$ 36,166.69	\$ 21,019.25	\$ 15,147.44	172.06%	\$ 5,926.61
	0.00				0.00		
5,914.17	-5,914.17	0.00%		5,914.17	-5,914.17	0.00%	
\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00	\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00
\$ 33,964.65	\$ 23,378.27	168.83%	\$ 175,104.95	\$ 33,964.65	\$ 141,140.30	515.55%	\$ 24,717.61
1,666.67	50.36	103.02%	4,593.56	1,666.67	2,926.89	275.61%	3,180.89
	2,496.80		2,795.66		2,795.66		248.36
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
\$ 2,208.34	\$ 2,005.49	190.81%	\$ 7,389.22	\$ 2,208.34	\$ 5,180.88	334.61%	\$ 3,429.25
\$ 31,756.31	\$ 21,372.78	167.30%	\$ 167,715.73	\$ 31,756.31	\$ 135,959.42	528.13%	\$ 21,288.36
	0.00				0.00		
2,916.67	-2,916.67	0.00%		2,916.67	-2,916.67	0.00%	
\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00	\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00
	0.00				0.00		2.78
1,083.33	-1,083.33	0.00%	95.73	1,083.33	-987.60	8.84%	
208.33	-208.33	0.00%		208.33	-208.33	0.00%	509.50
1,270.83	-266.07	79.06%	1,004.76	1,270.83	-266.07	79.06%	829.76
125.00	-125.00	0.00%	0.00	125.00	-125.00	0.00%	
	0.00		525.00		525.00		
125.00	-93.54	25.17%	0.00	125.00	-125.00	0.00%	0.00
12.50	47.50	480.00%		12.50	-12.50	0.00%	
\$ 137.50	-\$ 46.04	66.52%	\$ 525.00	\$ 137.50	\$ 387.50	381.82%	\$ 0.00
83.33	-83.33	0.00%	487.50	83.33	404.17	585.02%	
1,397.92	402.08	128.76%	1,800.00	1,397.92	402.08	128.76%	1,800.00
	0.00				0.00		
2,250.00	-375.73	83.30%	1,396.30	2,250.00	-853.70	62.06%	1,525.66
2,049.33	-2,049.33	0.00%	1,584.90	2,049.33	-464.43	77.34%	781.79
23.33	-23.33	0.00%		23.33	-23.33	0.00%	69.36
\$ 4,322.66	-\$ 2,448.39	43.36%	\$ 2,981.20	\$ 4,322.66	-\$ 1,341.46	68.97%	\$ 2,376.81
	0.00				0.00		
541.67	-541.67	0.00%		541.67	-541.67	0.00%	
416.67	-255.93	38.58%	144.09	416.67	-272.58	34.58%	39.97
708.33	-395.33	44.19%	1,398.39	708.33	690.06	197.42%	386.88
\$ 1,666.67	-\$ 1,192.93	28.42%	\$ 1,542.48	\$ 1,666.67	-\$ 124.19	92.55%	\$ 426.85

666.67	-601.68	9.75%		666.67	-666.67	0.00%	9.97
	0.00		1,172.67		1,172.67		
166.67	-166.67	0.00%	62.68	166.67	-103.99	37.61%	
833.33	-735.40	11.75%	170.52	833.33	-662.81	20.46%	
	30.90		582.80		582.80		
\$ 833.33	-\$ 704.50	15.46%	\$ 753.32	\$ 833.33	-\$ 80.01	90.40%	\$ 0.00
\$ 1,000.00	-\$ 871.17	12.88%	\$ 1,988.67	\$ 1,000.00	\$ 988.67	198.87%	\$ 0.00
250.00	-250.00	0.00%	47.72	250.00	-202.28	19.09%	0.00
	0.00				0.00		
29,996.08	13,740.59	145.81%	31,612.21	29,996.08	1,616.13	105.39%	27,640.65
325.17	-325.17	0.00%		325.17	-325.17	0.00%	
2,795.50	980.42	135.07%	2,418.24	2,795.50	-377.26	86.50%	2,409.13
1,131.08	-546.08	51.72%	480.00	1,131.08	-651.08	42.44%	500.00
15,851.75	-2,595.35	83.63%	13,256.40	15,851.75	-2,595.35	83.63%	13,256.40
\$ 50,099.58	\$ 11,254.41	122.46%	\$ 47,766.85	\$ 50,099.58	-\$ 2,332.73	95.34%	\$ 43,806.18
	0.00				0.00		
1,500.00	-1,500.00	0.00%		1,500.00	-1,500.00	0.00%	
416.67	108.33	126.00%		416.67	-416.67	0.00%	
\$ 1,916.67	-\$ 1,391.67	27.39%	\$ 0.00	\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 0.00
166.67	-166.67	0.00%	45.38	166.67	-121.29	27.23%	
	0.00				0.00		
6.25	-6.25	0.00%		6.25	-6.25	0.00%	
229.17	-117.86	48.57%	111.31	229.17	-117.86	48.57%	111.31
291.67	-116.24	60.15%	175.43	291.67	-116.24	60.15%	175.43
12.50	-12.50	0.00%	0.00	12.50	-12.50	0.00%	0.00
4.17	-4.17	0.00%		4.17	-4.17	0.00%	
100.00	3.13	103.13%	103.13	100.00	3.13	103.13%	107.75
\$ 643.76	-\$ 253.89	60.56%	\$ 389.87	\$ 643.76	-\$ 253.89	60.56%	\$ 394.49
58.33	-58.33	0.00%	-116.00	58.33	-174.33	-198.87%	0.00
1,041.67	-208.70	79.96%	1,621.86	1,041.67	580.19	155.70%	866.00
375.00	-61.27	83.66%	180.00	375.00	-195.00	48.00%	163.25
	0.00				0.00		
	0.00				0.00		
0.83	-0.83	0.00%		0.83	-0.83	0.00%	
100.00	-100.00	0.00%		100.00	-100.00	0.00%	
\$ 100.83	-\$ 100.83	0.00%	\$ 0.00	\$ 100.83	-\$ 100.83	0.00%	\$ 0.00
	0.00				0.00		
416.67	-29.88	92.83%	167.79	416.67	-248.88	40.27%	167.79
	3.50		4.06		4.06		
208.33	480.74	330.76%	386.16	208.33	177.83	185.36%	39.54
\$ 625.00	\$ 454.36	172.70%	\$ 558.01	\$ 625.00	-\$ 66.99	89.28%	\$ 207.33
21.92	-9.92	54.74%	12.00	21.92	-9.92	54.74%	12.00
	0.00				0.00		
	0.00		319.01		319.01		

\$	0.00	\$	0.00		\$	319.01	\$	0.00	\$	319.01		\$	0.00
	416.67		-316.67	24.00%				416.67		-416.67	0.00%		250.00
	62.50		-32.50	48.00%				62.50		-62.50	0.00%		50.00
			0.00							0.00			
	833.33		-833.33	0.00%				833.33		-833.33	0.00%		
\$	833.33	-\$	833.33	0.00%	\$	0.00	\$	833.33	-\$	833.33	0.00%	\$	0.00
	125.00		23.94	119.15%		383.18		125.00		258.18	306.54%		43.00
			0.00							0.00			
	1,000.00		-898.47	10.15%				1,000.00		-1,000.00	0.00%		
	508.33		75.51	114.85%		1,253.93		508.33		745.60	246.68%		331.36
\$	1,508.33	-\$	822.96	45.44%	\$	1,253.93	\$	1,508.33	-\$	254.40	83.13%	\$	331.36
\$	73,124.17	-\$	2,214.89	96.97%	\$	62,887.15	\$	73,124.17	-\$	10,237.02	86.00%	\$	52,079.28
-\$	41,367.86	\$	23,587.67	42.98%	\$	104,828.58	-\$	41,367.86	\$	146,196.44	-253.41%	-\$	30,790.92
-\$	41,367.86	\$	23,587.67	42.98%	\$	104,828.58	-\$	41,367.86	\$	146,196.44	-253.41%	-\$	30,790.92

Oct 2025				Nov 1-13, 2025			
Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual
	0.00				0.00		0.00
750.00	-750.00	0.00%		750.00	-750.00	0.00%	1,665.00
0.00	0.00			0.00	0.00		535,000.00
466.67	14,533.33	3214.26%		466.67	-466.67	0.00%	16,000.00
\$ 1,216.67	\$ 13,783.33	1232.87%	\$ 0.00	\$ 1,216.67	-\$ 1,216.67	0.00%	\$ 552,665.00
	0.00				0.00		0.00
	0.00				0.00		0.00
	0.00				0.00		100.00
562.50	443.50	178.84%	11,255.50	562.50	10,693.00	2000.98%	13,581.90
833.33	-833.33	0.00%		833.33	-833.33	0.00%	0.00
\$ 1,395.83	-\$ 389.83	72.07%	\$ 11,255.50	\$ 1,395.83	\$ 9,859.67	806.37%	\$ 13,681.90
833.33	666.67	180.00%		833.33	-833.33	0.00%	5,500.00
333.33	-333.33	0.00%		333.33	-333.33	0.00%	5,900.00
333.33	-333.33	0.00%		333.33	-333.33	0.00%	0.00
2,083.33	-1,148.33	44.88%	375.00	2,083.33	-1,708.33	18.00%	1,883.11
833.33	-483.33	42.00%		833.33	-833.33	0.00%	6,385.95
	0.00				0.00		0.00
2.08	-2.08	0.00%		2.08	-2.08	0.00%	75.00
\$ 2.08	-\$ 2.08	0.00%	\$ 0.00	\$ 2.08	-\$ 2.08	0.00%	\$ 75.00
\$ 5,814.56	-\$ 2,023.56	65.20%	\$ 11,630.50	\$ 5,814.56	\$ 5,815.94	200.02%	\$ 33,425.96
	0.00				0.00		-20.00
0.00	0.00			0.00	0.00		364.00
	0.00				0.00		0.00
6.25	-6.25	0.00%		6.25	-6.25	0.00%	0.00
	0.00				0.00		0.00
3,458.33	-3,458.33	0.00%		3,458.33	-3,458.33	0.00%	36,335.00
7,166.67	-7,166.67	0.00%		7,166.67	-7,166.67	0.00%	95,914.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	70.00
7,083.33	-6,097.33	13.92%	160.00	7,083.33	-6,923.33	2.26%	81,878.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	600.00
\$ 17,958.33	-\$ 16,972.33	5.49%	\$ 160.00	\$ 17,958.33	-\$ 17,798.33	0.89%	\$ 214,797.00
	0.00				0.00		0.00
	39.05				0.00		39.05
	0.00				0.00		300.00
	3,324.80		923.35		923.35		42,364.02
\$ 0.00	\$ 3,363.85		\$ 923.35	\$ 0.00	\$ 923.35		\$ 42,703.07

	0.00				0.00			200.00
	58.33	1,201.67	2160.12%		58.33	-58.33	0.00%	1,795.00
\$	58.33	\$ 1,201.67	2160.12%	\$ 0.00	\$ 58.33	-\$ 58.33	0.00%	\$ 1,995.00
	0.00				0.00			0.00
	29.17	-29.17	0.00%	7.95	29.17	-21.22	27.25%	23.90
	466.67	-349.84	25.03%	157.74	466.67	-308.93	33.80%	4,977.22
	125.00	-125.00	0.00%		125.00	-125.00	0.00%	277.59
	416.67	-320.77	23.02%	0.00	416.67	-416.67	0.00%	2,263.68
	16.67	-16.67	0.00%		16.67	-16.67	0.00%	264.00
	36.25	-36.25	0.00%		36.25	-36.25	0.00%	265.00
	0.08	-0.08	0.00%		0.08	-0.08	0.00%	0.00
	100.00	-90.00	10.00%	5.00	100.00	-95.00	5.00%	577.00
	150.00	-100.10	33.27%	24.95	150.00	-125.05	16.63%	1,321.10
	29.17	-24.42	16.28%		29.17	-29.17	0.00%	175.00
	166.67	-166.67	0.00%	10.00	166.67	-156.67	6.00%	748.00
	20.83	-20.83	0.00%		20.83	-20.83	0.00%	310.00
	8.33	-8.33	0.00%		8.33	-8.33	0.00%	47.30
	112.50	-112.50	0.00%		112.50	-112.50	0.00%	254.50
	4.17	-4.17	0.00%		4.17	-4.17	0.00%	0.00
	83.33	-59.33	28.80%	3.00	83.33	-80.33	3.60%	514.50
	216.67	-196.67	9.23%		216.67	-216.67	0.00%	1,429.85
	8.33	-8.33	0.00%		8.33	-8.33	0.00%	105.00
	-62.50	30.88	50.59%	-120.62	-62.50	-58.12	192.99%	-342.98
	0.00				0.00			612.45
-\$	62.50	\$ 30.88	50.59%	-\$ 120.62	-\$ 62.50	-\$ 58.12	192.99%	\$ 269.47
	4.17	5.83	239.81%		4.17	-4.17	0.00%	220.00
	12.50	-12.50	0.00%		12.50	-12.50	0.00%	0.00
	83.33	-83.33	0.00%	19.00	83.33	-64.33	22.80%	1,152.94
	8.33	-8.33	0.00%		8.33	-8.33	0.00%	0.00
	416.67	-416.67	0.00%		416.67	-416.67	0.00%	307.00
	8.33	-8.33	0.00%		8.33	-8.33	0.00%	0.00
	33.33	-33.33	0.00%		33.33	-33.33	0.00%	47.00
	0.00				0.00			116.00
\$	33.33	-\$ 33.33	0.00%	\$ 0.00	\$ 33.33	-\$ 33.33	0.00%	\$ 163.00
	100.00	-100.00	0.00%		100.00	-100.00	0.00%	315.00
	6.25	-6.25	0.00%		6.25	-6.25	0.00%	0.00
	25.00	-17.00	32.00%	-200.00	25.00	-225.00	-800.00%	448.00
	6.25	-6.25	0.00%		6.25	-6.25	0.00%	110.00
	41.67	-41.67	0.00%		41.67	-41.67	0.00%	256.00
	20.83	-14.83	28.80%	6.00	20.83	-14.83	28.80%	354.00
	25.00	-25.00	0.00%		25.00	-25.00	0.00%	0.00
	6.25	-6.25	0.00%		6.25	-6.25	0.00%	90.00
	0.00				0.00			86.00
	6.25	-6.25	0.00%		6.25	-6.25	0.00%	0.00

8.33	-8.33	0.00%		8.33	-8.33	0.00%	110.00
12.50	-9.50	24.00%		12.50	-12.50	0.00%	146.00
16.67	-16.67	0.00%		16.67	-16.67	0.00%	0.00
10.00	-10.00	0.00%		10.00	-10.00	0.00%	0.00
41.67	-41.67	0.00%		41.67	-41.67	0.00%	99.00
8.33	-8.33	0.00%		8.33	-8.33	0.00%	0.00
166.67	-166.67	0.00%		166.67	-166.67	0.00%	1,476.00
\$ 2,996.34	-\$ 2,679.58	10.57%	-\$ 86.98	\$ 2,996.34	-\$ 3,083.32	-2.90%	\$ 19,156.05
\$ 21,019.25	-\$ 15,092.64	28.20%	\$ 996.37	\$ 21,019.25	-\$ 20,022.88	4.74%	\$ 278,651.12
	0.00				0.00		2,831.05
5,914.17	-5,914.17	0.00%		5,914.17	-5,914.17	0.00%	0.00
\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 0.00	\$ 5,914.17	-\$ 5,914.17	0.00%	\$ 2,831.05
\$ 33,964.65	-\$ 9,247.04	72.77%	\$ 12,626.87	\$ 33,964.65	-\$ 21,337.78	37.18%	\$ 867,917.13
1,666.67	1,514.22	190.85%	488.10	1,666.67	-1,178.57	29.29%	19,951.65
	248.36		19.47		19.47		10,707.18
541.67	-541.67	0.00%		541.67	-541.67	0.00%	0.00
\$ 2,208.34	\$ 1,220.91	155.29%	\$ 507.57	\$ 2,208.34	-\$ 1,700.77	22.98%	\$ 30,658.83
\$ 31,756.31	-\$ 10,467.95	67.04%	\$ 12,119.30	\$ 31,756.31	-\$ 19,637.01	38.16%	\$ 837,258.30
	0.00				0.00		0.00
2,916.67	-2,916.67	0.00%		2,916.67	-2,916.67	0.00%	35,828.00
\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 0.00	\$ 2,916.67	-\$ 2,916.67	0.00%	\$ 35,828.00
	2.78		0.00		0.00		2.78
1,083.33	-1,083.33	0.00%	4,797.50	1,083.33	3,714.17	442.85%	5,150.98
208.33	301.17	244.56%	517.73	208.33	309.40	248.51%	2,203.59
1,270.83	-441.07	65.29%	9.00	1,270.83	-1,261.83	0.71%	10,153.53
125.00	-125.00	0.00%		125.00	-125.00	0.00%	293.53
	0.00				0.00		694.00
125.00	-125.00	0.00%		125.00	-125.00	0.00%	324.06
12.50	-12.50	0.00%		12.50	-12.50	0.00%	60.00
\$ 137.50	-\$ 137.50	0.00%	\$ 0.00	\$ 137.50	-\$ 137.50	0.00%	\$ 1,078.06
83.33	-83.33	0.00%		83.33	-83.33	0.00%	1,200.00
1,397.92	402.08	128.76%	1,800.00	1,397.92	402.08	128.76%	19,267.00
	0.00				0.00		0.00
2,250.00	-724.34	67.81%		2,250.00	-2,250.00	0.00%	24,710.47
2,049.33	-1,267.54	38.15%	781.81	2,049.33	-1,267.52	38.15%	14,031.54
23.33	46.03	297.30%	0.00	23.33	-23.33	0.00%	277.44
\$ 4,322.66	-\$ 1,945.85	54.98%	\$ 781.81	\$ 4,322.66	-\$ 3,540.85	18.09%	\$ 39,019.45
	0.00				0.00		0.00
541.67	-541.67	0.00%		541.67	-541.67	0.00%	0.00
416.67	-376.70	9.59%	79.00	416.67	-337.67	18.96%	1,424.25
708.33	-321.45	54.62%	99.76	708.33	-608.57	14.08%	3,779.95
\$ 1,666.67	-\$ 1,239.82	25.61%	\$ 178.76	\$ 1,666.67	-\$ 1,487.91	10.73%	\$ 5,204.20

666.67	-656.70	1.50%	153.00	666.67	-513.67	22.95%	1,639.03
	0.00		340.00		340.00		1,709.67
166.67	-166.67	0.00%		166.67	-166.67	0.00%	62.68
833.33	-833.33	0.00%		833.33	-833.33	0.00%	268.45
	0.00				0.00		613.70
\$ 833.33	-\$ 833.33	0.00%	\$ 0.00	\$ 833.33	-\$ 833.33	0.00%	\$ 882.15
\$ 1,000.00	-\$ 1,000.00	0.00%	\$ 340.00	\$ 1,000.00	-\$ 660.00	34.00%	\$ 2,654.50
250.00	-250.00	0.00%	1,260.00	250.00	1,010.00	504.00%	2,343.97
	0.00				0.00		0.00
29,996.08	-2,355.43	92.15%	12,709.28	29,996.08	-17,286.80	42.37%	334,452.09
325.17	-325.17	0.00%		325.17	-325.17	0.00%	0.00
2,795.50	-386.37	86.18%	1,102.76	2,795.50	-1,692.74	39.45%	28,755.41
1,131.08	-631.08	44.21%	260.00	1,131.08	-871.08	22.99%	6,655.00
15,851.75	-2,595.35	83.63%		15,851.75	-15,851.75	0.00%	145,228.10
\$ 50,099.58	-\$ 6,293.40	87.44%	\$ 14,072.04	\$ 50,099.58	-\$ 36,027.54	28.09%	\$ 515,090.60
	0.00				0.00		0.00
1,500.00	-1,500.00	0.00%		1,500.00	-1,500.00	0.00%	16,550.00
416.67	-416.67	0.00%		416.67	-416.67	0.00%	2,247.12
\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 0.00	\$ 1,916.67	-\$ 1,916.67	0.00%	\$ 18,797.12
166.67	-166.67	0.00%		166.67	-166.67	0.00%	614.95
	0.00				0.00		0.00
6.25	-6.25	0.00%		6.25	-6.25	0.00%	0.00
229.17	-117.86	48.57%	111.31	229.17	-117.86	48.57%	1,335.72
291.67	-116.24	60.15%	175.43	291.67	-116.24	60.15%	2,105.16
12.50	-12.50	0.00%	0.00	12.50	-12.50	0.00%	0.80
4.17	-4.17	0.00%		4.17	-4.17	0.00%	0.00
100.00	7.75	107.75%		100.00	-100.00	0.00%	1,035.92
\$ 643.76	-\$ 249.27	61.28%	\$ 286.74	\$ 643.76	-\$ 357.02	44.54%	\$ 4,477.60
58.33	-58.33	0.00%		58.33	-58.33	0.00%	151.57
1,041.67	-175.67	83.14%	120.00	1,041.67	-921.67	11.52%	11,541.23
375.00	-211.75	43.53%		375.00	-375.00	0.00%	1,620.11
	0.00				0.00		7,309.70
	0.00				0.00		0.00
0.83	-0.83	0.00%		0.83	-0.83	0.00%	0.00
100.00	-100.00	0.00%		100.00	-100.00	0.00%	1,200.00
\$ 100.83	-\$ 100.83	0.00%	\$ 0.00	\$ 100.83	-\$ 100.83	0.00%	\$ 1,200.00
	0.00				0.00		0.00
416.67	-248.88	40.27%		416.67	-416.67	0.00%	-2,057.10
	0.00				0.00		67.42
208.33	-168.79	18.98%	31.15	208.33	-177.18	14.95%	3,144.20
\$ 625.00	-\$ 417.67	33.17%	\$ 31.15	\$ 625.00	-\$ 593.85	4.98%	\$ 1,154.52
21.92	-9.92	54.74%		21.92	-21.92	0.00%	120.00
	0.00				0.00		0.00
	0.00				0.00		613.78

\$	0.00	\$	0.00		\$	0.00	\$	0.00	\$	0.00		\$	613.78
	416.67		-166.67	60.00%				416.67		-416.67	0.00%		350.00
	62.50		-12.50	80.00%				62.50		-62.50	0.00%		125.00
			0.00							0.00			0.00
	833.33		-833.33	0.00%				833.33		-833.33	0.00%		0.00
\$	833.33	-\$	833.33	0.00%	\$	0.00	\$	833.33	-\$	833.33	0.00%	\$	0.00
	125.00		-82.00	34.40%		79.00		125.00		-46.00	63.20%		1,269.59
			0.00							0.00			420.00
	1,000.00		-1,000.00	0.00%		20.30		1,000.00		-979.70	2.03%		2,521.62
	508.33		-176.97	65.19%		33.58		508.33		-474.75	6.61%		4,733.07
\$	1,508.33	-\$	1,176.97	21.97%	\$	53.88	\$	1,508.33	-\$	1,454.45	3.57%	\$	7,674.69
\$	73,124.17	-\$	21,044.89	71.22%	\$	24,480.61	\$	73,124.17	-\$	48,643.56	33.48%	\$	698,149.08
-\$	41,367.86	\$	10,576.94	74.43%	-\$	12,361.31	-\$	41,367.86	\$	29,006.55	29.88%	\$	139,109.22
-\$	41,367.86	\$	10,576.94	74.43%	-\$	12,361.31	-\$	41,367.86	\$	29,006.55	29.88%	\$	139,109.22

Total			
Budget	over Budget	% of Budget	
0.00	0.00		
8,250.00	-6,585.00	20.18%	
0.00	535,000.00		
5,133.37	10,866.63	311.69%	
\$ 13,383.37	\$ 539,281.63	4129.49%	
0.00	0.00		
0.00	0.00		
0.00	100.00		
6,187.50	7,394.40	219.51%	
9,166.63	-9,166.63	0.00%	
\$ 15,354.13	-\$ 1,672.23	89.11%	
9,166.63	-3,666.63	60.00%	
3,666.63	2,233.37	160.91%	
3,666.63	-3,666.63	0.00%	
22,916.63	-21,033.52	8.22%	
9,166.63	-2,780.68	69.67%	
0.00	0.00		
22.88	52.12	327.80%	
\$ 22.88	\$ 52.12	327.80%	
\$ 63,960.16	-\$ 30,534.20	52.26%	
0.00	-20.00		
0.00	364.00		
0.00	0.00		
68.75	-68.75	0.00%	
0.00	0.00		
38,041.63	-1,706.63	95.51%	
78,833.37	17,080.63	121.67%	
1,375.00	-1,305.00	5.09%	
77,916.63	3,961.37	105.08%	
1,375.00	-775.00	43.64%	
\$ 197,541.63	\$ 17,255.37	108.74%	
0.00	0.00		
0.00	39.05		
0.00	300.00		
0.00	42,364.02		
\$ 0.00	\$ 42,703.07		

	0.00	200.00	
	641.63	1,153.37	279.76%
\$	641.63	\$ 1,353.37	310.93%
	0.00	0.00	
	320.87	-296.97	7.45%
	5,133.37	-156.15	96.96%
	1,375.00	-1,097.41	20.19%
	4,583.37	-2,319.69	49.39%
	183.37	80.63	143.97%
	398.75	-133.75	66.46%
	0.88	-0.88	0.00%
	1,100.00	-523.00	52.45%
	1,650.00	-328.90	80.07%
	320.87	-145.87	54.54%
	1,833.37	-1,085.37	40.80%
	229.13	80.87	135.29%
	91.63	-44.33	51.62%
	1,237.50	-983.00	20.57%
	45.87	-45.87	0.00%
	916.63	-402.13	56.13%
	2,383.37	-953.52	59.99%
	91.63	13.37	114.59%
	-687.50	344.52	49.89%
	0.00	612.45	
-\$	687.50	\$ 956.97	-39.20%
	45.87	174.13	479.62%
	137.50	-137.50	0.00%
	916.63	236.31	125.78%
	91.63	-91.63	0.00%
	4,583.37	-4,276.37	6.70%
	91.63	-91.63	0.00%
	366.63	-319.63	12.82%
	0.00	116.00	
\$	366.63	-\$ 203.63	44.46%
	1,100.00	-785.00	28.64%
	68.75	-68.75	0.00%
	275.00	173.00	162.91%
	68.75	41.25	160.00%
	458.37	-202.37	55.85%
	229.13	124.87	154.50%
	275.00	-275.00	0.00%
	68.75	21.25	130.91%
	0.00	86.00	
	68.75	-68.75	0.00%

91.63	18.37	120.05%
137.50	8.50	106.18%
183.37	-183.37	0.00%
110.00	-110.00	0.00%
458.37	-359.37	21.60%
91.63	-91.63	0.00%
1,833.37	-357.37	80.51%
\$ 32,959.74	-\$ 13,803.69	58.12%
\$ 231,211.75	\$ 47,439.37	120.52%
0.00	2,831.05	
65,055.87	-65,055.87	0.00%
\$ 65,055.87	-\$ 62,224.82	4.35%
\$ 373,611.15	\$ 494,305.98	232.30%
18,333.37	1,618.28	108.83%
0.00	10,707.18	
5,958.37	-5,958.37	0.00%
\$ 24,291.74	\$ 6,367.09	126.21%
\$ 349,319.41	\$ 487,938.89	239.68%
0.00	0.00	
32,083.37	3,744.63	111.67%
\$ 32,083.37	\$ 3,744.63	111.67%
0.00	2.78	
11,916.63	-6,765.65	43.23%
2,291.63	-88.04	96.16%
13,979.13	-3,825.60	72.63%
1,375.00	-1,081.47	21.35%
0.00	694.00	
1,375.00	-1,050.94	23.57%
137.50	-77.50	43.64%
\$ 1,512.50	-\$ 434.44	71.28%
916.63	283.37	130.91%
15,377.12	3,889.88	125.30%
0.00	0.00	
24,750.00	-39.53	99.84%
22,542.63	-8,511.09	62.24%
256.63	20.81	108.11%
\$ 47,549.26	-\$ 8,529.81	82.06%
0.00	0.00	
5,958.37	-5,958.37	0.00%
4,583.37	-3,159.12	31.07%
7,791.63	-4,011.68	48.51%
\$ 18,333.37	-\$ 13,129.17	28.39%

	7,333.37		-5,694.34		22.35%
	0.00		1,709.67		
	1,833.37		-1,770.69		3.42%
	9,166.63		-8,898.18		2.93%
	0.00		613.70		
\$	9,166.63	-\$	8,284.48		9.62%
\$	11,000.00	-\$	8,345.50		24.13%
	2,750.00		-406.03		85.24%
	0.00		0.00		
	329,956.88		4,495.21		101.36%
	3,576.87		-3,576.87		0.00%
	30,750.50		-1,995.09		93.51%
	12,441.88		-5,786.88		53.49%
	174,369.25		-29,141.15		83.29%
\$	551,095.38	-\$	36,004.78		93.47%
	0.00		0.00		
	16,500.00		50.00		100.30%
	4,583.37		-2,336.25		49.03%
\$	21,083.37	-\$	2,286.25		89.16%
	1,833.37		-1,218.42		33.54%
	0.00		0.00		
	68.75		-68.75		0.00%
	2,520.87		-1,185.15		52.99%
	3,208.37		-1,103.21		65.61%
	137.50		-136.70		0.58%
	45.87		-45.87		0.00%
	1,100.00		-64.08		94.17%
\$	7,081.36	-\$	2,603.76		63.23%
	641.63		-490.06		23.62%
	11,458.37		82.86		100.72%
	4,125.00		-2,504.89		39.28%
	0.00		7,309.70		
	0.00		0.00		
	9.13		-9.13		0.00%
	1,100.00		100.00		109.09%
\$	1,109.13	\$	90.87		108.19%
	0.00		0.00		
	4,583.37		-6,640.47		-44.88%
	0.00		67.42		
	2,291.63		852.57		137.20%
\$	6,875.00	-\$	5,720.48		16.79%
	241.12		-121.12		49.77%
	0.00		0.00		
	0.00		613.78		

\$	0.00	\$	613.78	
	4,583.37		-4,233.37	7.64%
	687.50		-562.50	18.18%
	0.00		0.00	
	9,166.63		-9,166.63	0.00%
\$	9,166.63	-\$	9,166.63	0.00%
	1,375.00		-105.41	92.33%
	0.00		420.00	
	11,000.00		-8,478.38	22.92%
	5,591.63		-858.56	84.65%
\$	16,591.63	-\$	8,916.94	46.26%
\$	804,365.87	-\$	106,216.79	86.79%
-\$	455,046.46	\$	594,155.68	-30.57%
-\$	455,046.46	\$	594,155.68	-30.57%

ITEM TITLE:

Approval of Updated Valdez Museum & Historical Archive Association Amended By-Laws

SUBMITTED BY: Martha Barberio, Vice President & Chair of the Policy Committee, Valdez Museum & Historical Archive

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Approve

SUMMARY STATEMENT:

The Valdez Museum & Historical Archive Association (VMHA) Board of Directors has completed a comprehensive review and update of its organizational by-laws. The purpose of this update is to align the by-laws with current best practices for nonprofit governance, to clarify the roles and responsibilities of the Board and Executive Director, and to ensure compliance with the organization's mission, City funding agreements, and State of Alaska nonprofit regulations.

Key revisions include:

- Updated officer titles and terms to reflect current operations.
- Clarification of quorum and voting procedures.
- Enhanced language related to conflicts of interest, fiscal oversight, and recordkeeping.
- Streamlined language for consistency with City partnership agreements.

The amended by-laws were completed by the Valdez Museum Board of Directors policy committee in August 2025. After full approval by the Board they will then be submitted to the City of Valdez Clerk's office.

Upon the Board's approval, the amended by-laws will be submitted to the City Clerk for review and then be sent to Museum Corporation for approval of the updated Valdez Museum & Historical Archive Association Amended By-Laws as presented and subsequent official filing in accordance with City procedures for City-supported nonprofit entities.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Article I

~~authorized~~NAME

Sec. 1 Name: The official name shall be the Valdez Museum and Historical Archive Association, Incorporated [hereinafter called “the Museum Corporation”].

Article II

OFFICES

The principal office of the Museum Corporation in the State of Alaska shall be located in Valdez, Third Judicial District, State of Alaska.

The Museum Corporation shall have and continuously maintain in the State of Alaska registered office, and a registered agent whose office is identical with such registered office, as required by the Alaska Non-Profit Corporation Act. The registered office may be, but need not be; identical with the principal office in the State of Alaska, and the address of the registered office may be changed from time to time by the Board of Directors [hereinafter “Board”]

Article III

PURPOSE

The purpose of the Corporation shall be as set out in the Articles of Incorporation.

Article IV

SEAL

The Museum Corporation shall have a seal.

Article V

MEMBERSHIP

Sec. 1 Members: Membership in the Museum Corporation is limited to those persons holding office on the City Council of the City of Valdez, Alaska. A Member shall retain membership until his/her successor takes office on the City Council.

Sec. 2 Voting: Each Member may vote on any issue brought before the Members in person, but not by proxy.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Article V2

MEMBERSHIP MEETINGS

Sec. 1 Annual Meetings: The annual meeting of the Members shall be held during the month of October of each year.ⁱ At such meetings, the Members shall receive reports from the Board of Directors and transact such other business which shall come before the meeting; the place for all meetings will be the City Council chambers unless noticed otherwise. Notice in writing to all Members of the date, time and place of each meeting. This notice shall be given not less than thirty days in advance of the date of the meeting.^{iv}

Sec. 2 Special Meetings/Notice: Special meetings of the Members may be called by written request to the President of the Members by at least two or more of the Members. A minimum of 24 hours written notice to the Members and the public shall be given prior to convening of special meetings of the members.^{iv}

Notice to all Members which shall include a copy of the agenda for the special meeting. The Members shall not conduct any business at the special meeting unless it appears in the agenda accompanying the notice.

Sec. 3 Quorum: A quorum for the transaction of business of any meeting of the Members shall consist of four of the voting membership. Once established, a quorum is valid for the remainder of the meeting so long as at least four voting Members are present.

Sec. 4 Executive Sessions: The Members may adjourn any meeting into an Executive Session by a majority vote of the quorum present for purposes of discussion as provided in Alaska Statute 44.62.310 and as hereafter amended. The agenda shall state the qualifications of item to be discussed in the Executive Session. Notice of a vote to adjourn to Executive Session must be posted at least 24 hours prior to the start of the meeting. No formal action may be taken in Executive Session.

Sec. 5 Voting: A vote by a majority of the votes entitled to be cast on a matter to be voted upon by the Members present at a meeting at which a quorum has been established is an action by the membership.

Approval of four Members is required for:

1. Removal of a member of the Board of Directors

Approval of six Members is required for:

1. Amendment of the Articles of incorporation or Bylaws^{xi}
2. Merger or consolidation
3. Sale or other disposal of substantially all of the assets of the Corporation
4. A decision to expend endowment principal; this action also requires unanimous affirmative vote of the Museum Corporation Board of Directors
5. Dissolution of the Museum Corporation

Each Member shall have one vote; cumulative voting is not permitted.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Article VII

PROHIBITED ACTIVITIES

The Corporation is a non-profit corporation under the laws of the State of Alaska and under Section 501(c)(3) of the Internal Revenue Code. No Member shall take any action which would jeopardize or in anywayany way defeat the Organization's status as a non-profit corporation. ^v

Article VIII

BOARD OF DIRECTORS ^{xiv}

Sec. 1 General Powers: The affairs of the Museum Corporation shall be managed by a Board of Directors, [hereinafter referred to as "the Directors"]. The Directors shall have authority over the operation and administration of the Museum Corporation and will adopt those policies it deems necessary to ensure the Valdez Museum and Historical Archive [hereinafter referred to as "the Museum"] is operated in a professional manner. The directors may employ an Executive Director as it deems necessary to administer and operate the Museum.

Sec. 2 Number, Tenure and Election: The number of voting Directors shall be nine appointed at large by the Members of the Corporation. One Director may be nominated by the Valdez Native Tribe, Inc. and reported in writing to the Members of the Corporation. All appointments to the Board of Directors will be for three years unless such appointment is to fill a vacant position. In this latter event, the person appointed shall complete the remaining term of the director vacating the position. ⁱⁱⁱ

Sec. 3 Vacancies: Any vacancy occurring in the Board of Directors shall be filled by the Members of the Museum Corporation; the appointed Director will serve the balance of the unexpired term of such vacant office.

Sec. 4 Replacement: The following are reasons for dismissal or replacement.

1. A Director who, without due cause, fails to attend three consecutive regular or special meetings of the Board of Directors may be removed by an affirmative vote by the majority of the Corporate Members.
2. A Director who is unable to perform the duties of the position due to health reasons.
3. Violation of the terms of these By-Laws, including Article XIV Museum Code of Ethics or other Board policies.

Sec. 5 Meetings: The Board of Directors shall set meetings at a time and place to be fixed by the board. Notice of each regular meeting shall be given in writing to all Board members. Notice shall be given not less than three nor more than thirty days in advance of the meeting date. No business of the organization shall be conducted unless it appears in the agenda attached to the notice of the meeting. ^{vi}

Sec. 6 Meetings to be Public: In accordance with the Alaska State Open Meetings Act, all meetings of the Board of Directors except those qualified as Executive Session shall be open to the public. The journal of proceedings (minutes) shall be open to public inspection. ^{xii}

Sec. 7 Quorum: A quorum for the transaction of business of any meeting of the Board of Directors shall consist of five of the voting membership. A quorum must be present at all times to conduct official business.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Sec. 8 Attendance: Notwithstanding anything elsewhere contained in these By-Laws and to the extent permitted by applicable law, any one or more Directors may participate in a meeting by Teleconferencing. Participation by such means shall constitute presence in person at a meeting of the Directors.^{xiii}

1. Any Director(s) not able to attend a particular meeting must notify their Executive Director as far in advance as possible.
2. Director(s) may participate via telephone or virtual platform in a Board or Committee meeting, if the Director declares that circumstances prevent physical attendance at the meeting. If the President or Chairperson chooses to participate via telephone or virtual platform, the Vice President or other Director physically present shall preside.
3. The Director(s) shall notify the Executive Director, if reasonable, at least twenty-four hours in advance of a meeting which the Director(s) proposes to attend by telephone or virtual platform and shall provide the physical address of the location, the telephone number, and any available facsimile, email, or other document transmission service.
4. At the meeting, the Staff Liaison shall verify all remote connections prior to call to order.
5. Director(s) participating by telephone or virtual platform shall be counted as present for purposes of discussion, and voting.
6. Director(s) participating by telephone or virtual platform shall make every effort to participate in the entire meeting. From time to time during the meeting the Chair shall confirm the connection.
7. Director(s) participating by telephone or virtual platform may ask to be recognized by the Chair to the same extent as any other Director.
8. To the extent reasonably practical, the Staff Liaison shall provide backup materials to Director(s) participating remotely.
9. If the telephone or virtual platform connection cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the Staff Liaison shall attempt to establish or restore the connection.
10. Meeting times shall be expressed in Alaska Time regardless of the time at the location of any Director participating by telephone or virtual platform.
11. Participation by telephone or virtual platform shall be allowed for regular, special, work sessions and sub-committee meetings of the Committee.
12. Remarks by Directors participating by telephone or virtual platform shall be transmitted so as to be audible by all Directors and the public in attendance at the meeting.
13. All votes shall be taken by audible roll call vote.
14. As used in these rules, “telephone” or “virtual platform” means any system for synchronous two-way voice communication. “Chairperson” includes the Acting Chair or any other Director serving as the chair of the meeting.
15. A quorum (majority of the Directors) must be present at all times during a meeting or work session of the committee.

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Article IX

OFFICERS

Sec. 1 Officers: The officers of the Museum Corporation Board of Directors shall be a President, a Vice President, a Secretary, and a Treasurer. Officers shall be Directors of the Museum Corporation. When appointed by the Directors, an Executive Director will serve as a non-voting *ex-officio* Director of the Museum Corporation Board of Directors.

Sec. 2 Election of Officers: The officers of the Museum Corporation Board of Directors shall be elected annually by the Directors at their initial meeting following appointment by the Members; ~~voting will take place via secret ballot from candidates nominated from the floor or submitted by a nominating committee appointed by the President of the Board of Directors.~~

Sec. 3 Terms of Office: All officers will serve two-year terms. ⁱⁱ Except for Initial Directors, a person must serve at least one year as a Director to be eligible to be elected an officer. No person may serve more than two successive terms as President of the Board of Directors of the Museum Corporation.

Sec. 4 Duties of Officers: Duties of officers of the Museum Board of Directors are as follows:

1. **PRESIDENT-** the President shall be the principal officer of the Museum Board of Directors and shall in general supervise the businesses and affairs of the Museum Corporation. He/She may sign, with the Secretary or any other proper officer of the Museum Board of Directors authorized by the board, any contracts, or other instruments which the Museum Board of Directors has authorized to be executed, ~~except in cases where the signing and execution thereof shall be expressly delegated by the Museum Board of Directors or by these by-laws or by statute to some other officer or agent of the Museum Board of Directors.~~ In general, he/she shall perform all duties incident to the office of President and such other duties as may be prescribed by the Museum Board of Directors.
2. **VICE PRESIDENT-** In the absence of the President or in event of his/her inability or refusal to act, the Vice President shall perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as may be assigned by the President or by the Museum Board of Directors.
3. **SECRETARY-** The Secretary shall ensure the minutes of the Museum Board of Directors meetings be kept in one or more books provided for that purpose; oversee that all notices are duly given in accordance with the provision of the by-laws or as required by law; be custodian of the corporate records and of the seal of the Museum Board of Directors and see that the seal of the Museum Board of Directors is affixed to all legally binding documents the execution of which on behalf of the Museum Corporation under its seal is duly authorized in accordance with the provisions of the by-laws; keep a register of the post office address of each Member which shall be furnished to the Secretary by such Member; and, in general, perform duties incident to the office of Secretary as may be assigned by the President or by the Museum Board of Directors.
4. **TREASURER-** The Treasurer shall oversee and be responsible for the accounting of all funds, securities, and properties of the Museum Board of Directors; and shall oversee and be responsible for an annual report for the annual meeting; and, in general, perform all the duties incident to the office of Treasurer and such other duties as may be assigned by the

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

President the Museum Board of Directors. ^{vii}

Article X

COMMITTEES

Sec. 1 Standing Committees: The Standing Committees of the Museum Board of Directors will consist of a Finance Committee, a Board Development Committee, and a Collections Committee. Descriptions and duties of Standing Committees are as follows:

1. FINANCE COMMITTEE: The role of the Finance Committee is to provide financial oversight of the Valdez Museum & Historical Archive Association, Inc. Tasks include budgeting and financial planning; monitor adherence to the budget; financial reporting; and the creation and monitoring of internal controls and accountability policies.
 - a. Finance Committee will meet at least four times a year to review the status of the Museum's financial position. During the first Finance Committee Meeting, the Executive Director will provide a schedule outlining the four meetings to be conducted within the fiscal year.
 - b. The Finance Committee will include:
 - i. Board of Directors – President
 - ii. Board of Directors – Treasurer
 - iii. Executive Director
 - iv. Committee Member (2)
2. BOARD DEVELOPMENT COMMITTEE: The role of the Board Development Committee is to give attention to the composition of the Board – and the effective and appropriate involvement of all Directors to ensure continuing vitality and effective governance. Tasks include, but are not limited to:
 - ~~a. Develop an annual recruitment plan that takes into account the expertise, perspective, judgment and resources needed in new Directors. Review potential candidates and present to the Directors.~~
 - ~~b. Develop Board Job Descriptions and Committee Job Descriptions that clearly state the role and expectation of the Directors.~~
 - e.a. Plan and implement an orientation program, including official briefings, printed materials and individual mentorship to make new Director's part of the Board culture.
 - ~~b.~~ b. Conduct an Annual Review of the Board Manual to ensure that the supplemental materials are up to date.
 - ~~e.~~ Review the talents and interests of current and new Directors and recommend to the Board President, committee assignments most appropriate for their involvement.
 - ~~f.~~ Recommend to the Board, the policies about expectations for Directors; reaching out to those whose commitment does not match expectations.
 - ~~g.~~ Encourage participation in special occasions which bond Directors to each other and to

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

~~the organization.~~

~~h.c.~~ The Board Development Committee will include:

~~i.d.~~ Board of Directors - Committee Chairperson

ii. Board of Directors – (2)

iii. Executive Director

3. **COLLECTIONS COMMITTEE:** The Collections Committee exists in accordance with the Valdez Museum & Historical Archive’s Lease Management Agreement with the City of Valdez as the stewards of the City’s historical collections. The Collections Committee’s role is to review and make recommendations to the VMHA Board of Directors regarding collection acquisitions, deaccessions, and collections policy revisions. The Collections Committee will meet at least four times a year. Tasks include, but are not limited to:

a. Recommendations for deaccessions will be included in the monthly report to the Board of Directors. Upon acceptance by the Board, these recommendations will be passed on to the City Council acting as representatives of the Members of the Museum Corporation as per the museum’s collections policy.

b. The Collections Committee will be called upon for approval of collections acquisitions exceeding the year’s annual acquisitions budget. In instances where time is of the essence, a consensus may be reached and documented in the committee’s report to the Board of Directors.

c. The Collections Committee will include, but is not limited to:

i. Board of Directors (Chair)

ii. Board of Directors – Member

iii. City Clerk

iv. Curator of Collections and Exhibitions

v. Curator of Education and Public Programs

vi. 4 Members-At-Large, one each specializing in one of the following areas: Historical Collections, Alaska Native Culture, Art Collections, and Archives ^{viii}

Sec. 2 Other Committees: The Directors may, by resolution, appoint other standing or *ad hoc* committees. ~~Except as otherwise provided in such resolution, the chairpersons of such committee shall be Directors of the Museum Corporation and the President of the Directors shall appoint the chairperson thereof.~~ Any committee-member may be removed by the person or persons ~~appointed~~ authorized to appoint such member whenever in their judgment the best interests of the Museum Corporation shall be served by such removal.

Sec. 3 Terms of Office: Each member of a Standing Committee shall be appointed at the first Directors meeting following the annual meeting of the Museum Corporation and will serve a one-year term of office. Terms of appointment to *ad hoc* committees will be defined in the Committee Description.

Sec. 4 Chairperson: One member of each committee shall be appointed Chairperson by the President. ~~or the designee authorized to appoint the members thereof.~~ ^{ix}

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

Sec. 5 Vacancies: Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Sec. 6 Quorum: Unless otherwise provided in the Committee Description, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Sec. 7 Rules: Rules for each Committee shall be outlined in the Committee Description as long as those rules are consistent with those of these by-laws.

Article XI

CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Sec. 1 Contracts: The Directors may authorize any officer or officers, agent or agents of the Museum Board of Directors, in addition to the officers so authorized by these by-laws, to enter into any contract, or execute and deliver any instrument in the name of and on behalf of the Museum Board of Directors, and such authority may be general or confined to specific instances.

Sec. 2 Checks, Drafts, etc.: All checks drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Museum Board of Directors shall be signed by such officer or officers, agent or agents of the Museum Corporation and in such manner as shall from time to time be determined by resolution of the Directors. In the absence of such determination by the Directors, such instruments shall be signed by the Treasurer and countersigned by the President or Vice President of the Directors.

Sec. 3 Deposits: All funds of the Museum Board of Directors shall be deposited to the credit of the Museum Corporation in such banks, trust companies or other depositories as the Directors may select.

Sec. 4 Gifts: The Directors may accept on behalf of the Museum Corporation any contribution, gift, bequest or other fiscal device for general purposes or for any special purpose of the Museum Corporation.

Sec. 5 Funds: The Directors will establish and manage the general funds of the Museum Corporation and may assign or delegate management authority for these funds to their agent or agents; this assignment will be written and will be specific in defining the authority and limits being assigned or delegated.

Sec. 6 Special Funds: The special funds of the Corporation are the Phyllis Irish Memorial Fund and the Valdez Museum Endowment Fund. The Directors may, by resolution, create other special funds to be managed according to and for purposes defined in their instituting resolutions.

1. Phyllis Irish Memorial Fund- Created by the City Council in 1985, the Phyllis Irish Memorial Fund commemorates a founding member of the Valdez Museum. Its purpose is to provide an interest-bearing revolving account for special museum projects. This fund will be managed by the Directors who will have authority for its disbursement; during the annual meeting the Directors will advise Members of expenditures made from this fund.
2. Valdez Museum Endowment Fund- Created initially in memory of Clinton J. "Truck" Egan, this fund was instituted by City Council as a separate account to be invested in long-term interest-bearing instruments. The fund's purpose is to provide interest-income to be used ultimately to fund operating expenses of the Valdez Museum in replacement of tax-based General Fund

BY-LAWS OF THE VALDEZ MUSEUM AND HISTORICAL ARCHIVE ASSOCIATION, INC.

revenues. The Members will hold the Valdez Museum Endowment Fund Principal in perpetual trust for the benefit of the Valdez Museum. The Members will provide policy guidance to the Directors for the administration, management and investment of the Museum Endowment Fund. Expenditures of the fund principal are not anticipated but may be authorized by unanimous affirmative vote by the Members and the Directors in a joint public meeting noticed at least 24 hours in advance; the notice will specify the purposes of the meeting.

Article XII

MUSEUM ADMINISTRATION

Sec. 1 Executive Director: The Directors shall select, appoint, determine compensation for, evaluate and discharge a Chief Operating and Administrative Officer with the title of Executive Director. The Executive Director shall be given the necessary authority and responsibility to operate the Museum in all its activities and departments, subject only to such policies as may be issued by the Directors or by any of its committees to which it has delegated power for such action or by such constraints as may be imposed by City, State, and/or Federal laws and regulations.

The Executive Director shall act as the duly authorized representative of the Directors in all matters in which the directors have not formally designated some other person to act.

Sec. 2 Authority and Responsibility: The authority and responsibility of the Executive Director shall include:

1. Carrying out all policies established by the Directors and advising on ~~the~~ amendments to these policies.
2. Developing and submitting to the Directors for approval a plan of organization for the conduct of Museum operations and recommended changes when necessary.
3. Preparing an annual budget, including estimated capital expenditures, showing the expected revenues and expenditures as required by the Directors or its committees.
 - a. The Executive Director's fiscal management responsibilities include development, execution and/or oversight of a permanent, formal fund development program to enhance the Museum's non-tax fiscal resources.
- ~~4.~~ 4. Selecting, employing, training, controlling and discharging employees.
- ~~4.5.~~ 4.5. ~~and developing~~ Developing and managing personnel policies and practices for the Museum Corporation.
- ~~5.6.~~ 5.6. Maintaining physical properties of the Museum Corporation in a good and safe state of repair and operating condition.
- ~~6.7.~~ 6.7. Maintaining the public trust properties entrusted to it in accordance with professional standards of such organizations as the American ~~Association~~ Alliance of Museums and the society of American Archivists.
- ~~7.8.~~ 7.8. Supervising the business affairs of the corporation to ensure that funds are collected and expended in a manner consistent with their public trust responsibilities and to the best possible advantage of the Museum Corporation.
- ~~8.9.~~ 8.9. Working continually with other museum and archive organizations and professionals to the

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end those high-quality services may be provided at all times.

~~9~~10. Presenting to the Directors and Members and/or their committees periodic reports reflecting the professional services, financial activities, acquisitions, loans [to and from the museum], transfers, and other pertinent information regarding the museum's collections, exhibitions, publications, and programs.

~~10~~11. Attending all meetings of the Directors and serving in person or by appropriate designee on committees thereof; attending all meetings of the Members.

~~11~~12. Serving as the liaison and channel for communications between the Board and the Members.

~~12~~13. Preparing a plan for the achievement of the Museum Corporation's specific objectives and periodically reviewing and making recommendations for revision of the objectives.

~~13~~14. Representing the Museum Corporation in its relationship with other heritage service organizations.

~~14~~15. Performing other duties that may be necessary or in the best interest of the Museum.

Sec. 3 Performance Review: The performance of the Executive Director shall be reviewed annually by the Directors; this evaluation will be preceded by a self-examination report to the Directors. Adjustments to the Executive Director's compensation may be made on the basis of annual or special evaluations.

Article XIII

MUSEUM STAFF

Sec. 1 Authority: The Executive Director will have sole authority for recruitment, selection, appointment and discharge, and determination of duties and compensation levels for all employees of the Museum Corporation. Exercise of this authority will be consistent with applicable rules, schedules, fiscal resources, and policies of the Corporation established and adopted by the Directors and attached as appendices to these by-laws.

Sec. 2 Rules: The staff of the Museum Corporation will be employed according to terms defined in Personnel Policy formulated and adopted by the Directors; acceptance of the corporation's Personnel Policy will be a condition of employment.

Sec. 3 Compensation, Benefits, etc.: The compensation and benefits for Museum Corporation employees will be in accordance with pay/wage scales and schedules formulated and adopted by the Directors.

Article XIV

MUSEUM CODE OF ETHICS

Sec. 1 Purpose:

The purpose of this article is to set reasonable standards of conduct for Directors, ~~Staff~~Employees, and the Executive Director of the Museum so that the public may be assured that its trust in such persons is well placed and that the Directors, ~~Staff~~Employees and Executive Director themselves are aware of the standards of conduct demanded of persons in like office and position. However, it is not the intent of this section to set unreasonable barriers that will serve only to deter aspirants

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from public service, but

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rather it is recognized that Valdez is a small, isolated community. These factors are to be considered in the construction and application of these provisions.

This article is also intended to establish a process which will ensure that complaints or inquiries regarding the conduct of Directors, ~~Staff-Employees~~ and the Executive Director are resolved in the shortest practicable time in order to protect the rights of the public at large and the rights of the Directors, Staff and Executive Director.

Sec. 2 Definitions:

As used in this article the following definitions apply:

1. “Director” means an individual actively serving an appointed term on the Board of Directors.
2. “Employee” means an individual employed by the Museum, including the Executive Director.
3. “Engaging in business” or “engage in business” means submitting a written or oral proposal or bid to supply goods, services or other things of value, or furnishing goods, services or other things of value, for consideration or otherwise entering into any contract or transaction with the Museum including but not limited to the lease, sale, exchange or transfer of real or personal property.
4. “Financial interest” means a direct or indirect pecuniary or material benefit accruing to a director or museum employee as a result of a contract or transaction by or with the Museum except for such contracts or transactions which by their terms and by substance of their provisions confer the opportunity and right to realize the accrual of similar benefits to all other persons and/or property similarly situated. A financial interest does not include paid remuneration for official duties or employment. A person has a financial interest in a decision if a substantial possibility exists that a financial interest of that person might vary with the outcome of the decision. A financial interest of an employee or official includes:
 - a. Any financial interest of a member of that person’s immediate family;
 - b. Any financial interest in an entity in which that person or a member of that person’s immediate family has an ownership interest, or is a director, officer or employee;
 - c. Any financial interest of a person or entity with whom the director or employee or a member of that person’s immediate family or an entity described in subsection (ii) of this definition has or is likely to acquire a contractual relationship relating to the transaction in question
5. “Gratuity” means a thing having value given voluntarily or beyond lawful obligation.
6. “Harassment” means unwelcome conduct, whether verbal, physical, or visual, that is based on a person’s race, color, ancestry, religion, national origin, age, gender, sex, pregnancy, sexual orientation, marital status, disability, genetic information, or veteran status. Harassment may include unwelcome conduct that occurs outside of work during ~~nonwork~~non-work hours if it has consequences in the workplace. Harassment does not include a minor annoyance or disappointment that an employee may encounter in the course of performing the employee’s work. Harassment becomes unlawful where:
 - a. Enduring the offensive conduct becomes a condition of continued employment; or
 - b. The conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

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7. "Immediate family" of a person means anyone related to that person by blood or current marriage or adoption in a degree up to and including the fourth degree of consanguinity or affinity or any relative or nonrelative who lives in that person's household.
8. "Official act" or "action" means any legislative, administrative, appointive or discretionary act of any director or employee of the Museum.
9. "Organization" means any corporation, partnership, firm or association, whether organized for profit or nonprofit.
10. "Sexual harassment" means unwelcome sexual advances, or requests for sexual favors, or verbal/physical/visual conduct of a sexual nature when:
 - a. Submission to the conduct is made an explicit or implicit term or condition of ~~employment~~employment.
 - b. Submission to or rejection of the conduct is used as the basis for an employment decision; or
 - c. The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating or hostile work environment.

Sec. 3 Prohibited acts:

1. Official Action. A director or employee of the Museum shall not participate in any official action in which the person has a financial interest. A director who is a voting member of Museum board shall publicly disclose any existing or potential financial interest in any matter before the board before debate or vote upon the matter and may not participate in the debate or vote upon the decision. No director may testify before the board without first disclosing any financial interest which the director has in the subject of the testimony.
2. Business Prohibition. No director or employee of the Museum may engage in business with the Museum when that person has had substantial involvement in planning, recommending or otherwise supporting the project or transaction at issue. No director or employee shall attempt to influence the Museum's selection of any bid or proposal, or the Museum's conduct of business, in which the person has a financial interest. Newly appointed directors and newly hired employees who have preexisting contracts with the Museum may fulfill the terms and conditions of such contracts without penalty.
3. Use of Office for Personal Gain. No director or employee shall seek or hold office or position for the purpose of obtaining anything of value for the person, the person's immediate family or a business that the person owns or holds an interest in or for any matter in which the person has a financial interest. This prohibition shall not apply to the receipt of authorized remuneration for that office or position.
4. Representing Private Interests. No director or employee shall represent, for compensation, or assist those representing private business or personal interests before the board. Nothing herein shall prevent a director from making verbal or written inquiries on behalf of constituents or the general public to the Museum members or executive director or from requesting explanations or additional information on behalf of such constituents. No director may solicit a benefit or anything of value or accept same from any person for having performed this service.
5. Confidential Information. Confidential financial, personnel, and other matters concerning the

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Museum Corporation, donors, staff or clients/consumers may be included in Board materials or discussed from time to time. Directors shall not disclose such confidential information to anyone outside the Museum Corporation unless authorized or required by law to do so.

6. Outside Activities. A director or employee may not engage in business or accept employment with, or render services for, a person other than the Museum or hold an office or position where that activity or position is incompatible with the proper discharge of the duties of the director or employee or would tend to impair the independence of judgment of the director or employee in performing official duties. This prohibition shall include but not be limited to the following activities:
 - a. During the term of employment, a Museum employee shall not be eligible for appointment to the board of directors or election to City Council.
 - b. A Director shall not be eligible for employment with the Museum, or election to City Council during their term of office.
7. Gratuities. No director or employee shall accept a gratuity from any person engaging in business with the Museum or having a financial interest in a decision pending with the board. No director or employee shall give a gratuity to another director or employee for the purpose of influencing that person's opinion, judgment, action, decision or exercise of discretion as a director or employee. This subsection does not prohibit accepting:
 - a. A ~~meal~~;meal.
 - b. Discounts or prizes that are generally available to the public or large sections ~~thereof~~;thereof.
 - c. Gifts presented by employers in recognition of meritorious service or other civic or public ~~awards~~;awards.
 - d. A candidate for public office other than City Council accepting campaign ~~contributions~~;contributions.
 - e. An occasional nonpecuniary gift insignificant in ~~value~~;value.
 - f. Any gift which would have been offered or given to him if he were not an official or employee.
8. Use of Museum Property. No director or employee may request or permit the use of museum vehicles, equipment, materials or property for an unofficial purpose, including but not limited to private financial gain, unless that use is available to the general public on the same terms or unless specifically authorized by the board.
9. Political Activities—Limitations of Individuals. Museum directors and employees may not take an active part in a political campaign or other matter to be brought before the voters when on duty. Nothing herein shall be construed as preventing directors or employees from exercising their voting franchise, contributing to a campaign or candidate of their choice or expressing their political views when not on duty or otherwise conspicuously representing the Museum.
10. Coercing Another Director's Vote. A director may not attempt to influence another director's vote or position on a particular item through contact with a director's employer or by threatening financial harm to another director.

11. Harassment and Discrimination. The Museum will not tolerate, condone, or permit unlawful

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harassment, including sexual harassment, or discrimination on the basis of race, religion, color, national origin, age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood. All directors or employees who instigate or participate in unlawful harassment, including sexual harassment, or discrimination against any employee or official will be subject to disciplinary action. All directors and employees shall also refrain from discriminating against or harassing citizens and others while acting in an official capacity.

12. Retaliation. An employee or director may not engage in retaliation. All directors or employees who instigate or participate in retaliation against any employee or director will be subject to disciplinary action.
13. Hostile Work Environment. Discriminatory behavior or harassment sufficiently severe or pervasive to alter the conditions of the subject's employment and to create a hostile work environment is prohibited. All directors or employees who instigate or participate in unlawful harassment or discrimination that creates a hostile work environment will be subject to disciplinary action.

Sec. 4 Standards of Behavior:

1. Directors are responsible for adding value to the Museum and contributing to the ethical success of this organization.
2. Directors shall adhere to the highest standards of ethical and professional behavior.
3. The Board will have an open dialogue, productive discussions, and respect for everyone involved.
 - a. While dissenting opinions are valued and discussions may be controversial and heated, Directors shall avoid personal attacks during meetings. A director who dissents from the actions taken during the Board meetings is encouraged to make sure their opinion is recorded in the minutes.
4. Directors are expected to exercise the duties and responsibilities of their positions with integrity, collegiality, and care. Directors shall:
 - a. Be prepared to discuss the issues and business on the agenda and read all background materials relevant to agenda topics.
 - b. Be informed about the Museum Corporation's mission, services, policies, and programs.
 - c. Regardless of personal interests, support decisions made by the Board that are both ethical and legal.
 - d. Except for the purpose of inquiry, not become involved in specific management, personnel, or administrative issues, or give orders to any subordinate of the Executive Director.
 - e. Observe established lines of communication by directing all requests for information or assistance from staff through the Executive Director.
5. Directors shall ensure an environment of inclusiveness and a commitment to diversity in the Museum by advocating for policies and procedures that foster fair, consistent and equitable treatment for all.

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6. Any Director who fails to comply with this Museum Code of Ethics is subject to removal from the Board.

Sec. 5 Enforcement:

1. Any Director who has a complaint can take it to the Board President or acting President who will discuss the situation confidentially with the involved parties. If the parties involved in the complaint cannot come to a resolution, then the person filing the complaint can elevate it to the Membership of the Museum Corporation.
2. The Executive Director may file a complaint against a Director of the Board based upon a violation of the Museum Code of Ethics.
 - a. The complaint will be made in writing to the Board President or acting President who will discuss the situation with the involved parties as confidentially as possible. If the parties involved in the complaint cannot come to a resolution, then the person filing the complaint can elevate it to the Membership of the Museum Corporation.
 - b. Nothing in this section shall preclude the Executive Director from seeking relief through any State of Alaska administrative body responsible for investigating ~~employment related~~employment-related grievances or through the judicial system.^{xv}

Article XV

CONFLICT OF INTERESTS

Sec. 1 Purpose: This ~~Conflict of Interest~~Conflict-of-Interest Article is to protect the Valdez Museum & Historical Archive (VMHA) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a Member, Director, Executive Director, Staff or Volunteer of the Museum Corporation; or might result in a possible excess benefit transaction. This Article supplements (not replaces) local, state, or federal laws governing conflict of interest applicable to nonprofit and charitable organizations.^x

Sec. 2 Policy:

1. The Members, Directors, Executive Director, Staff, and Volunteers, including immediate family (to include spouse, parents, siblings, and children) or someone in the immediate household, shall exercise the utmost good faith in all transactions in which they are involved in the course of their duties for the Museum Corporation. In their dealings with and on behalf of the Museum, they shall be held to a strict standard of honest and fair dealings between themselves and the Museum. They shall not use their position or any knowledge gained thereby, in such a way that a conflict may arise between the interests of the Museum Corporation and that of the individual.
2. All acts of such persons shall be for the best interest of the Valdez Museum Corporation.
3. Such persons shall not accept any gift, factor or hospitality which would influence their decisions or actions which affect the Museum Corporation.
4. It is the policy of the corporation to require complete disclosure of any material conflict of interest. Any officer or director of the corporation with a material financial interest or other conflict of interest in an item or items of business of the corporation shall disclose that conflict

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of interest to the presiding officer. If the conflict of interest arises in the presiding ~~officer~~officer, it shall be disclosed to the Board. After disclosure, the officer, director or member may not vote on any matter involving the conflict of interest without the consent of the Board.

5. If a matter before the board involves a “disqualified person” as that term is defined in section 4958 of the IRS Code and the associated regulations, then the Board shall satisfy the requirements of section 4958 as to that “disqualified person” including, but not limited, to the requirements that apply to conflicts of interest and the “safe harbor” standards with regard to the “disqualified person”.

Sec. 3 Annual Statements: Each Director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

1. Has received a copy of the By-laws outlining conflict of interest.
2. Has read and understands Article XV, Conflict of Interest
3. Has agreed to comply with Article XV, Conflict of Interest, and
4. Understands the Museum Corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article XVI

FISCAL YEAR

The Fiscal Year of the Museum Corporation shall be the calendar year.

Article XVII

INDEMNIFICATION

Sec. 1 Non-Derivative Actions: Subject to the provisions of Sections 3, 5, and 6 below, the Museum Corporation shall defend, indemnify and hold financially harmless any person who was or is a part, or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (Other than an action or in the right of the Museum Corporation) by reason of or arising from the fact that the person is or was a Member, Director, Officer, employee, or agent of the Museum Corporation, or is or was serving at the request of the Museum Corporation as a director, officer, employee, agent, partner, or trustee of another corporation, partnership, joint venture, trust, or other enterprise, against costs and expenses (including attorney’s fees when counsel is selected by the Directors or Members) of said suit, action or proceeding, judgments, fines and amounts paid in settlement actually or reasonable incurred in connection with the action, suit or proceeding if:

1. The person acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of the Museum Corporation and, with respect to a criminal action

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or proceeding, did not know and had no reasonable cause to believe the conduct was unlawful.

2. The person's act or omission giving rise to such action, suit or proceedings is ratified, adopted or confirmed by the Museum Corporation or the benefit thereof received by the Corporation.

The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of *nolo contendere* or its equivalent, shall not of itself create a presumption, and settlement shall not constitute any evidence that the person did not act in good faith and in a manner which the person reasonably believe to be in or not opposed to the best interests of the Museum Corporation and, with respect to a criminal action or proceeding, did not know and had no reasonable cause to believe that the conduct was unlawful.

Sec. 2 Derivative Actions: Subject to the provisions of 3, 5, and 6 below, the Corporation shall defend, indemnify and hold financially harmless any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Corporation to procure a judgment in its favor by reason of or arising from the fact that the person is or was a Member, Director, officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation, partnership, joint venture trust or other enterprise, against costs and expenses (including attorney fees when counsel has been selected by the Directors or Members) actually and reasonably incurred in connection with the defense or settlement of such action or suit if:

1. The person acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of the Museum Corporation, or
2. The person's act or omission giving rise to such action or suit is ratified, adopted, or confirmed by the Museum Corporation or the benefit thereof received by the Corporation.

No indemnification shall be made in respect of any claim, issue or matter as to which such person as a Member, Director, employee or agent shall have been adjudged to be liable for: (a) a breach of that person's duty of loyalty to the Corporation; (b) acts or omissions not in good faith or that involve intentional misconduct of a knowing violation of law; or (c) a transaction from which the person derives an improper personal benefit, unless, and only to the extent that, the court in which the action or suit was brought, shall determine upon application that, despite the adjudication of liability, but in view of all the circumstances of the case, the person is fairly and reasonably entitled to indemnity for the expenses which the court considers proper.

Sec. 3 Denial of Right of Indemnification: Subject to the provisions of section 5 and 6 below, defense and indemnification under sections 1 and 2 of this article automatically shall be made by the Museum Corporation unless it is expressly determined that defense and indemnification of the person is not proper under the circumstances because the person has not met the applicable standard of conduct set forth in section 1 or 2 of this article. The person shall be afforded a fair opportunity to be heard as to such determination. Defense and indemnification payment may be made, in the case of any challenge to the propriety thereof, subject to repayment upon ultimate determination that indemnification is not proper.

Sec. 4 Determination: The determination described in section 3 shall be made:

1. By the Board of Directors by a majority vote of a quorum consisting of directors who were not parties to the action or proceeding, or
2. If such quorum is not obtainable, or, even if obtainable a quorum of disinterested directors so directs, by independent legal counsel selected by Directors or Members in a written opinion.

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Sec. 5 Successful defense: Notwithstanding any other provision of sections 1, 2, 3, or 4 of this article, but subject to the provision of section 6 below, if a person is successful on the merits of otherwise in defense of any action, suit or proceeding referred to in section 1 or 2 of this article, or in defense of any claim, issue or matter therein, the person shall be indemnified against costs and expenses (including attorney fees when counsel is selected by the Directors) actually and reasonably incurred in connection therewith.

Sec. 6 Condition Precedent to Indemnification: Any person who desires to receive defense and indemnification under this article shall notify to Museum Corporation reasonably promptly that the person has been named a defendant to an action, suit or proceeding of a type referred to in sections 1 or 2 and that person intends to rely upon the right of indemnification described in this article. The notice shall be in writing and mailed via registered or certified mail, return receipt requested, to the Executive Director of the Corporation at the principal office of the Corporation or, in the event the notice is from the Executive Director to the President of the Board of Directors and to the registered agent of the Corporation. Notice need not be given when the Corporation is otherwise notified by being named a party to the action. This notice alone does not provide indemnification.

Sec. 7 Insurance: At the discretion of the Board of Directors, the Corporation may purchase and maintain insurance on behalf of any person who is or was a Member, Director, officer, employee, agent, partner or trustee of another, corporation, partnership, joint venture, trust or other enterprise against any liability asserted against or incurred by the person in any such capacity, or arising out of the person's status as such, whether or not the Museum Corporation would have the power to defend and indemnify the person against such liability under to provisions of this article.

Sec. 8 Former Members, Officers, Directors, etc.: The indemnification provisions of this article shall be extend a person who has ceased to be a Member, Director, Officer, employee, or agent as described above and shall ~~insure~~ensure to the benefit of the heirs, personal representatives, executors, and administrators of such person.

Sec. 9 Purpose and Exclusivity: The defense and indemnification referred to in the various sections of this article shall be deemed to be in addition to and not in lieu of any other rights to which those defended and indemnified may be entitled under any statute, rule of law or equity, agreement, vote of the Members or Board of Directors or otherwise. The purpose of this article is to augment pursuant to AS 10.06.490(f), the provisions of AS 10.20.011(14), and the other provisions of AS 10.06.490.

Sec. 10 Limitation of Liability: If set forth in the articles of Incorporation, no Member or Director of the Museum Corporation shall have any personal liability to the Corporation for monetary damages for ~~the breach~~the breach of fiduciary duty as a Member or Director except as provided in AS 10.20.151 (d).

Sec. 11 Director Reliance: In acting for the Museum Corporation and unless the Member or Director has knowledge concerning the matter in question that makes reliance unwarranted, Members or Directors may rely upon information, opinions, reports, or statements, including financial statements, and data prepared by (1) officer, employees, and agent of the Corporation whom the Director believes to be reliable and competent in the matters presented, (2) counsel, public accountants, or other person as to matters that the Director reasonably believes to be within the person's professional or expert competence, and (3) committees of the Board of Directors as to matters within the authority of the committee which the Director believes to merit confidence.

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Article XVIII

PARLIAMENTARY PROCEDURES

Unless inconsistent with law, these By-laws or the Articles of Incorporation, meetings of the Members and Directors shall be conducted in accordance with Roberts Rules of Order; the Directors and Members may modify or suspend the rules by majority vote of those present during a regular or special meeting.

Article XIX

AMENDMENTS

These By-Laws may be altered, amended or repealed and new By-laws adopted by an affirmative vote of ~~six of six~~ of the Members of the Corporation present in any regular or special meeting of the Members provided that a full statement of such purpose shall have been published in a notice calling the meeting and written notices of the proposed changes shall have been given to each Member and Director. However, any provision herein contained required to be approved by the Members or which require Member vote or action may not be altered, amended or repealed without such approval by the Members of this Corporation.

End Notes

- i. Amendment 97-1 adopted 3/16/97 by Members: Article V, Sec 2 changing the annual Meeting from September to October. Amended again on 1/22/01 by Members: changed the annual meeting date to any time in October.
- ii. Amendment 97-2 adopted 3/16/97 by Members: Art. VII, Sec 3 extending Board officer terms to two years from one year.
- iii. Amendment 98-1 adopted 7/20/98 by Members: Art VI, Sec 2 adding two more seats, one at large, one designated for VNT and making all seats three-year terms except when filling a seat vacated early.
- iv. Amendment 13-1 adopted 8/5/13 by Members: Art VI, Sec 2 Secretary shall provide 30 days' notice, Sec 3 Special Meeting notice, Sec 4 adjourn when less than quorum.
- v. Amendment 13-2 adopted 8/5/13 by Members: Art VII, prohibited activities.
- vi. Amendment 13-3 adopted 8/5/13 by Members: Art VIII, Sec 5 agenda and notice of meetings.
- vii. Amendment 13-4 adopted 8/5/13 by Members, Art IX, Sec 4 duties of officers.
- viii. Amendment 13-5 adopted 8/5/13 by Members, Art X, Sec 1, Descriptions and duties of Standing Committees.
- ix. Amendment 13-6 adopted 8/5/13 by Members, Art X, Sec 4, one member of each committee shall be appointed Chairperson by the President or the designee authorized to appoint the members thereof.
- x. Amendment 13-7 adopted 8/5/13 by Members, Art XIV, Sec 1 thru Sec 4, Conflict of Interest purpose and policy.
- xi. Amendment 13-7 adopted 8/5/13 by Members, Art XIII, Bylaws may be altered, amended, repealed and new By-laws adopted by an affirmative vote of six of the Members of the Corporation.
- xii. Amendment 15-1 adopted 3/2/15 by Members, Art VIII, Sec 6, comply with Alaska Open Meetings Act. Meetings to be public.
- xiii. Amendment 15-2 adopted 3/2/15 by Members, Art VIII, Sec 8, attendance and teleconferencing.
- xiv. Amendment 23-1 adopted 4/4/23 by Members, Art VIII, Sec 2, changing Board of Directors membership from 11 to 9; Sec 4 replacement of members; sec 5 notice requirement, sec 7 quorum reduced to match membership; sec 8 meeting by virtual platform.
- xv. Amendment 23-1 adopted 4/4/23 by Members, Art XIV Museum Code of Ethics added and subsequent articles renumbered.



Accounting Services Proposal



Prepared for:
Valdez Museum

Prepared by:
Mission First Operations

Greetings

It is a pleasure to present this proposal from Mission First Operations (MFO), a specialized accounting firm dedicated exclusively to supporting the unique financial needs of nonprofit organizations. Founded in 2018 by Denise Chaykun, MFO has grown to serve over a hundred nonprofit clients with a team professional accountants providing decades of experience. Our mission is to provide dependable, proactive, engaging, and expert accounting services that empower nonprofits to put their mission first and leave the back office to us.

Our Services

At MFO, we offer a comprehensive suite of internal accounting services tailored to the nonprofit sector, including:

- **Accounting:** Accurate and timely recording of financial transactions.
- **Financial Reporting:** Comprehensive nonprofit-specific financial reporting
- **Accounts Payable:** Processing bills, credit cards, and reimbursements.
- **Accounts Receivable:** Tracking contributions, managing restrictions, and reconciling revenue.
- **Financial Advisory:** Strategic planning and ongoing review to guide your financial decisions.

While we do not conduct tax or audit work, we seamlessly collaborate with your organization's auditors to ensure all financial aspects are covered comprehensively.

Our Value Proposition

Choosing MFO means partnering with a team that is:

- **Dependable:** We are reliable and consistent in our service delivery.
- **Proactive:** Anticipating and addressing needs before they become challenges.
- **Engaging:** Building strong, collaborative relationships with our clients.
- **Experts:** Offering deep nonprofit sector expertise to navigate complex financial landscapes.

Our goal is to build long-term relationships with our clients, acting as an extension of your team and enabling you to focus on your mission with the confidence that your financial operations are in expert hands.

Our Collaborative Approach

At Mission First Operations (MFO), we believe that effective collaboration and open communication are the cornerstones of any successful partnership. That's why we have structured our team to ensure that every client benefits from a comprehensive, cohesive support system tailored to the unique needs of nonprofit organizations.

Dedicated Nonprofit Controller

Upon partnering with MFO, you will be assigned a Dedicated Nonprofit Controller who will serve as your primary point of contact. This individual is not just a point of communication but a steadfast ally in your financial journey. They bring to the table a deep understanding of nonprofit accounting challenges and opportunities, ensuring that the financial advice and services you receive are always relevant and impactful.

Supporting Team of Experts

Your Nonprofit Controller is backed by a dynamic team, including:

- **Senior Accountants:** Skilled in handling complex accounting tasks, ensuring accuracy and compliance in all financial reports.
- **Payroll & HR Specialists:** Experts in managing payroll processes, ensuring that your staff are paid accurately and on time.
- **Nonprofit CFO Advisors:** Providing strategic financial advice to align your organization's financial strategy with its mission and long-term goals.

This multidisciplinary team works in unison to provide a full spectrum of accounting services, from day-to-day bookkeeping to high-level financial strategy.

Communication and Meetings

Understanding that each nonprofit has its own rhythm and requirements, we emphasize flexible and open communication. We encourage the scheduling of recurring meetings to discuss financial and accounting topics, ensuring that we are always aligned with your needs and objectives. Additionally, we are available for ad hoc calls or video conferences to address any immediate questions or to provide advice on emerging opportunities or challenges.

Building Long-term Relationships

Our goal is to be more than just your accountants; we aim to be your trusted advisors and partners in achieving your mission. By fostering strong, long-term relationships between our clients and our

professional staff, we strive to create a supportive and understanding environment. It's not just about numbers for us; it's about being a part of your journey, celebrating your successes, and navigating challenges together.

At MFO, we are committed to being relational accountants, dedicated to your nonprofit's growth and success. Together, we can achieve remarkable things.

Next Steps

Enclosed with this proposal, you will find a Scope & Pricing matrix that outlines our service offerings in detail, along with an Engagement Letter for your review. We are excited about the possibility of working together and are ready to meet with you to discuss how we can tailor our services to meet your specific needs.

Thank you for considering Mission First Operations for your accounting needs. We look forward to the opportunity to serve your organization and contribute to your success.

Scope & Pricing

Monthly Services

Valdez Museum & Historical Archive			Unit	Rate	Price
Category	Description of Scope	Scope Levels			
Base Accounting	<ul style="list-style-type: none"> - Bank transaction coding - Basic grant tracking in QBO - Payroll allocations - Prepaid and accrual entries - Fixed asset entries - Account reconciliations - Financial Statements Monthly, 20th - Audit & 990 Support 	Annual Revenue (% of total by tier)	\$800.0K		1,000
		Bank Accounts (2 included)	4	25	50
		Investment Accounts (per account)	1	100	100
		Class Codes (3 included)	8	50	250
Payroll	<ul style="list-style-type: none"> - Payroll management - Reporting for insurance and audits - Handling taxes and remittances 	Employees (minimum of \$150/mo)	10	30	300
		Surcharge for Hourly Employees	Yes	50	50
	<i>- State payroll and unemployment account registration and shutdown fees are \$300, except for NY, CO, IL, OH, SC, CA, MA, MD, PA, VA, WA, and DC (\$800)</i>				
Accounts Payable	<ul style="list-style-type: none"> - Enter bills, route for approval - Process organization card coding - Weekly followup on coding and approvals - Manage W-9s and 1099s for vendors 	A/P Bills (minimum of \$150/mo)	15	10	150
		Active Spend Users or Accounts (minimum of \$75/mo)	0	15	0
		Surcharge for Tallie, Expensify, Concur, etc. (Non-Ramp)	4	50	200
		<i>- 1099 annual filings are processed at a rate of \$10 per form.</i>			
Accounts Receivable	- Invoicing process, accounts receivable tracking, and cash receipt management.	A/R Invoices (minimum of \$150/mo)	5	30	150
Advisory	- Shared Service administration and invoicing	Accounting Advisory	2	100	200
	- Other unique accounting processes				
	- Assistance with budget to actual reporting and special accounting tasks	Controller Services (hours/mo)	1	200	200
	- Assistance with budget preparation, board presentations, and board meeting attendance	CFO Services (hours/mo)	0	300	0
	- Monthly management of cash requirements and availability of funds for liquid and term investments	Treasury Management (hours/mo)	0	300	0
Software	<ul style="list-style-type: none"> - Discounted QuickBooks Online pricing in Mission First Operations Intuit console - Client file can be transferred out of console at any time - Other Software Subscriptions as Noted - Pricing will adjust automatically if Vendor changes pricing, or Subscription level is changed 	Client Owns		N/A	N/A
Discount	-	Discount (% of total)	35%		(930)
Total Monthly Price					1,720

Setup Services

Valdez Museum & Historical Archive				
Category	Description of Scope	Unit	Rate	Price
Accounting Setup	- Quickbooks Online Setup - Accounting History Catch Up - Chart of Accounts Reviewed / Set up	1	1,000	1,000
Ramp Setup	- Integrate with Accounting System - Assist with User Setup - System Training and Support	1	750	750
Payroll Setup	- Initial Gusto Setup - Onboard initial employees - State payroll and unemployment account registration and shutdown fees are \$300, except for NY, CO, IL, OH, SC, CA, MA, MD, PA, VA, WA, and DC (\$800)	1	750	750
Discount	-			(500)
Total One-Time Onboarding Fees				2,000

Engagement Letter

On behalf of Mission First Operations, LLC (“MFO”), we appreciate the opportunity to provide Valdez Museum (“Client”) with accounting services. This letter, including the Scope & Pricing, the ACH Authorization, and MFO’s Terms and Conditions incorporated herein by reference, serves as our engagement letter and sets forth the terms of our engagement.

Overview and Objective

This engagement letter documents the procedures to be used by MFO in providing the Services (as defined below) and the cost of the Services.

Scope of Work

See Scope & Pricing.

Professional Fees

See Scope & Pricing.

Client requirements

MFO’s ability to meet its obligations herein depends upon the Client meeting certain requirements. The Client’s inability to meet these requirements may prolong the final resolution to an issue. MFO requires the following:

- Provide MFO with complete and accurate information necessary to perform the Services.
- Provide MFO with such access, assistance, and information to MFO as MFO may reasonably request for purposes of its delivery of Services hereunder.
- Respond to requests for additional information in a timely manner.
- Notify MFO of any changes in Client’s procedures affecting MFO’s obligations or affecting the scope of the Services under this engagement, by written notice delivered to MFO at least 30 days prior to the effective date of such changes, thereafter providing MFO with sufficient opportunity to adjust the scope and compensation for the Services hereunder.
- Make timely payment to MFO under this Agreement.
- Services to commence at the specified time communicated from MFO to Client after signature.

Terms and Conditions

This engagement is subject to the Terms and Conditions accessible at missionfirstops.com/terms.

MFO is pleased to provide you with the services outlined above and we appreciate your confidence in our work. We are pleased to discuss this letter with you at any time. If the arrangements and terms are acceptable, please execute. We look forward to working with you.

Mission First Operations

Valdez Museum

Denise Chaykun

10 / 01 / 2025

Denise Chaykun

April Vasher-Dean

ACH Authorization

Client Information

- **Name of Organization:** Valdez Museum

Bank Information

- **Bank Name:**
- **Routing Number:**
- **Account Number:**
- **Account Type:** Checking Savings

Authorization

I/We, hereby authorize Valdez Museum, or its agents, to initiate electronic debit and credit entries to my/our account identified above in the named financial institution, for the purpose of providing services. This authorization is to remain in full force and effect until Valdez Museum has received written notification from me/us of its termination in such time and manner as to afford Valdez Museum and the financial institution a reasonable opportunity to act on it.

Valdez Museum

April Vasher-Dean

Executive Director's Report

November 2025

Positive accomplishments

- Annual Meeting & COV Budget meetings were successful
- Roadhouse at the Museum was a hit
- Joined a "Museum Leadership Cohort" through Museums Alaska- The Museum Leadership Cohort will run from Fall 2025 to Spring 2026, for five to six months. It will consist of eight live, 1.5-hour discussions, short videos and resources provided between discussions, and three one-hour mentorship calls with colleagues across Alaska.

Need BOD assistance

- Selling Raffle tickets and Goold's Gold tickets

Upcoming Events:

November 25, 7pm at the OTVM, Tuesday Night Talks- holiday recipe share

December 6, 7pm at the Civic Center, Goold's Gold screening and panel discussion

Collections and Exhibitions

Board Report Oct-Nov 2025

Positive accomplishments

- \$3,500 grant from CVEACF for the construction of a botanical garden in front of the Egan Building. The botanical garden will include collections of local plants for education, research, and display. This is the largest grant VMHA has ever received from CVEACF and VMHA was awarded \$500 above our ask.
- Opened “Valdez at the Movies” in Egan Commons; updating Ft. Liscum exhibition
- Sub-Committee for Collections Policy met 4 times over 4 weeks and has made great strides in updating the Collections Policy. The sub-committee’s suggestions will be put to the Collections Committee at their next meeting on November 24.

Negative or unaccomplished

- The last month has been busy, but all has been positive.

Need BOD assistance

- No specific assistance. Continued thank you to the Collections Committee and Native Gallery Exhibition Committees for their thoughtfulness and support.

October 2025 VMHA Marketing

Marketing is currently focused on wrapping up Roadhouse, New Membership Sign Ups, and developing an integrated group sales/public relations strategy.

What has been accomplished/is going well?

- Roadhouse was enjoyed by all, we broke even, and introduced the community to the Museum anew
- Roadhouse Raffle package came together and sales are off and running
- Following up with ATIA contacts and Stan Stephens in pursuit of travel trade/group sales

What obstacles/challenges/hurdles need to be addressed to move forward?

- Reaching sponsors/members
- Who should we ask for larger membership levels?

Recommendation/Request for Board Action

Submitted By: Amber Dennis