

# Aerospace & Electronic Systems Society

**Finance**  
**2013 Fall BoG meeting**  
**Orlando, FL**

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**IEEE Senior Member**



# Committee Account 01900

January AESS Officer meeting costs = \$8,391.76

Spring AESS Board meeting in Ottawa, Ontario,  
Canada = \$45,786.51

<b>Item</b>		<b>Budget</b>	<b>YTD totals- AUG</b>
Committee 01900 account	Total Exp. A	-	84.2K
	B	326.4K	146.2K

# Expense Reporting

Business class airfare must be pre-approved by the AESS President and IEEE unless for flights over 8 hours.

Travel advances will be allowed/processed for prepaid expenses such as airfare will allowed before travel and will be shown in the final travel expense report as an advance.

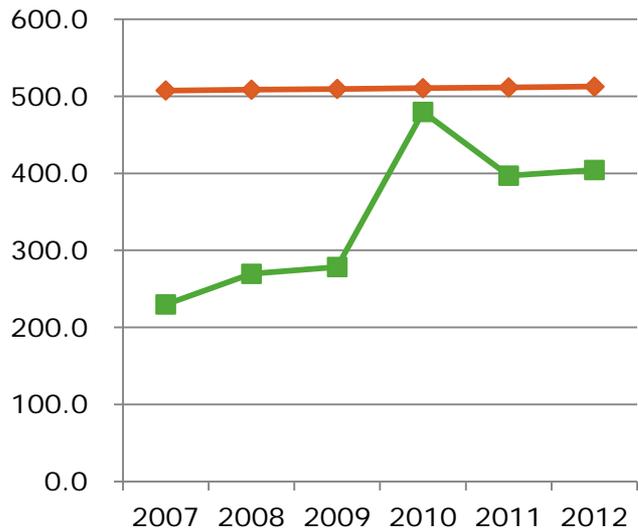
Personal meals shall not exceed \$100 per day unless approved.

Travel expense reports shall follow the IEEE travel guidelines in the documents section as posted on <http://www.ieee-aess.org/>

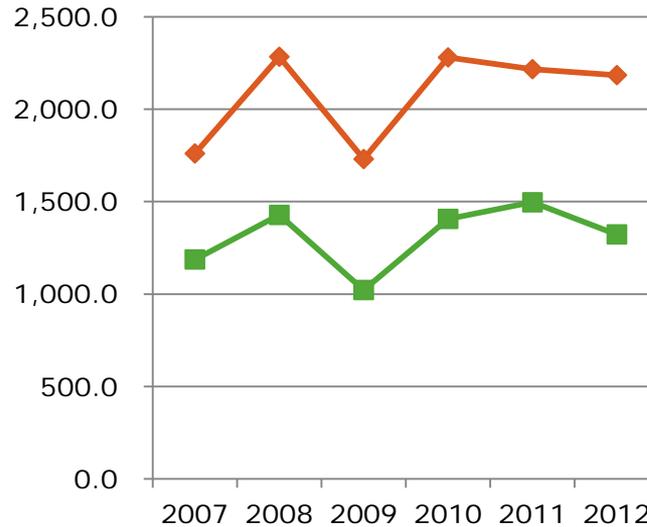
# Expense Reporting

1. Prepare the expense report using the 2013 Microsoft EXCEL expense form and **send within 30 days!**
2. Scan receipts for any expense over \$25
3. \$US is IEEE default, therefore, if you complete in another currency, show the currency exchange rate at the lower left note section of the expense report.
4. Show how you would like to receive payment in your email or in the note section of the expense report.
5. **Include your name** in the file names to avoid mixing with other expense reports. i.e. smith expense report DL-travel.xls and add your address and IEEE member number to the form.
6. Send the completed expense report to me within 30 days of your travel. **Do not copy IEEE finance since this may delay payment.**

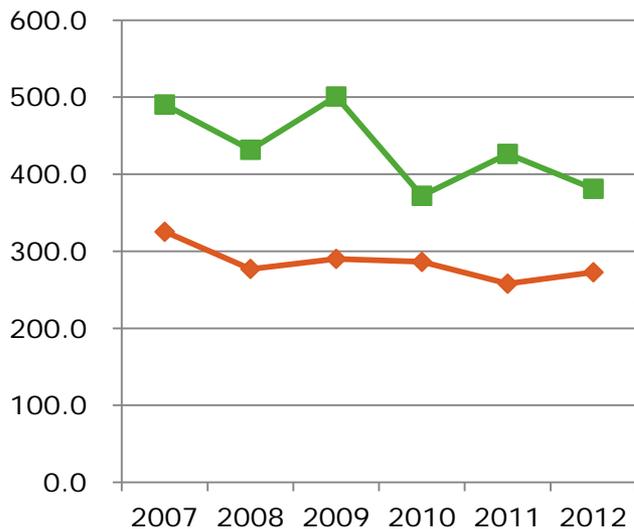
# 2007-2012 comparisons



Transaction Income  
Transaction expense



Conference Income  
Conference expense



Systems Magazine income  
Systems Magazine expense

# 2014 AESS Budget versus 2013

## BUS UNIT - 0100

### SUMMARY BY COST CENTER

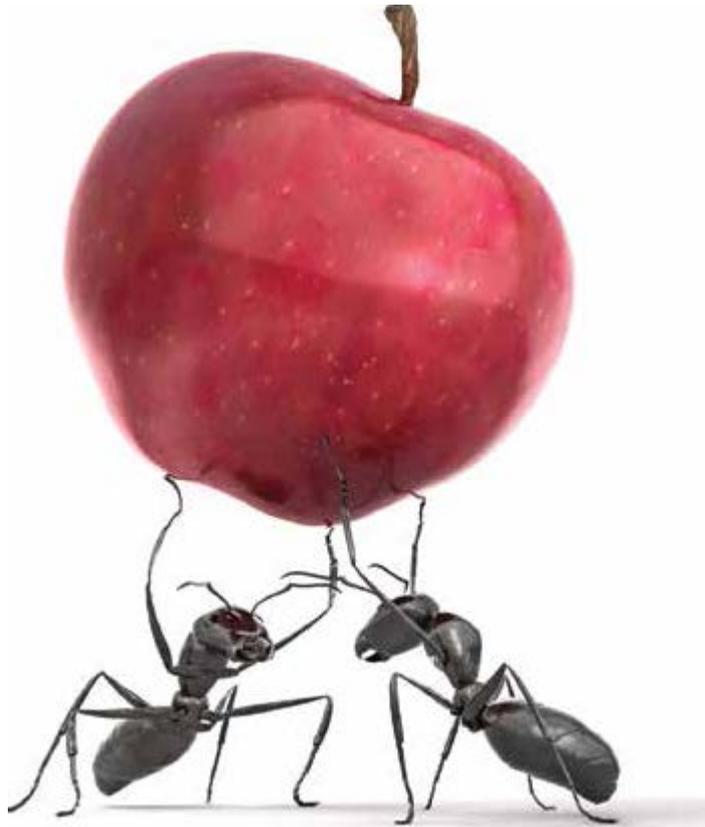
	2013	2014	
	BUDGET	BUDGET	
00100 INTEREST INCOME	0.0	0.0	Transactions income declines by \$152.5K while expenses rise by \$144.1K
00380 TRANS ON AEROSP & ELECT SYS	583.8	430.3	
00381 AEROSPACE & ELECT. SYS. MAG.	176.3	147.4	** \$297.6K unfavorable change
00382 AEROSPACE & ELECT. FEES	74.5	82.3	
01499 PERIODICAL RELATED - OTHER	0.4	0.4	
01600 NON PERIODICAL	4.6	0.0	
01700 MEETINGS/CONFERENCES	2,223.8	2,090.8	
01701 CONFERENCE RELATED - OTHER	0.0	(0.0)	
01702 GRANT	0.0	0.0	Conference income declines
01800 ADMINISTRATION	0.0	0.0	By \$133K while expenses rise
01900 COMMITTEE & OTHER	0.0	0.4	By \$22.1K
<b>TOTAL INCOME</b>	<b>3,063.5</b>	<b>2,751.5</b>	
00100 RMBSVC-INTEREST INCOME	0.0	0.0	** \$155.1K unfavorable change
00380 TRANS ON AEROSP & ELECT SYS	281.8	425.9	
00381 AEROSPACE & ELECT. SYS. MAG.	354.4	364.0	
	0.0	0.0	
01499 PERIODICAL RELATED - OTHER	5.7	6.3	Committee budget reduced from
01600 NON PERIODICAL	5.7	5.9	\$341.2K for 2013 to 241.8 for 2014
01700 MEETINGS/CONFERENCES	1,412.3	1,434.4	
01701 CONFERENCE - RELATED	2.0	2.0	
01702 GRANT	0.0	0.0	**\$99.4K reduction
01800 ADMINISTRATION	440.7	306.2	
01900 COMMITTEE & OTHER	341.2	214.8	
<b>TOTAL EXPENSE/RMBSVC</b>	<b>2,843.9</b>	<b>2,759.4</b>	
<b>TOTAL NET</b>	<b>219.6</b>	<b>(7.9)</b>	

1. Transactions income declines by \$153.5K while expenses rise by \$144.1K \*\* this is a total \$297.6K unfavorable change!

2. Conference income declines by \$133K while expenses rise by \$22.1K \*\* this is a total \$155.1K unfavorable change!

3. Committee expense budget was reduced from \$341.2 for 2013 to \$241.8 for 2014 or a \$99.4K reduction. This will severely limit Board support for the society

# 2013- More to follow!



## QUESTIONS?

## THANK YOU