



Florida Department of Environmental Protection

**CITIZEN SUPPORT ORGANIZATION
2014 REPORT**

IMPLEMENTATION OF COMMITTEE SUBSTITUTE SENATE BILL 1194

Citizen Support Organization (CSO) Name: Friends of Ft. Taylor, Inc.

Mailing Address: 601 Howard England Way, Key West, FL 33041

Telephone Number: (305) 747-0281 Website Address (if applicable): www.foftkw.com

Statutory Authority:

Section 20.2551, F.S., Citizen support organizations; use of property; audit; public records; partnerships. In summary, the statute specifies the organizational requirements, operational parameters, duties of a CSO to support the Department of Environmental Protection (Department), or individual units of the Department, use of Department property, audit requirements, public records requirements, and authorizes public-private partnerships to enhance lands managed by the Department.

Section 258.015, F.S., Citizen support organizations; use of property; audit. In summary, the statute defines a CSO, requires authorization by the Division of Recreation and Parks, and specifies the use of property. This statute authorizes the Partnerships in Parks (PIP) program for state parks, the program's operational parameters, CSO's operational parameters, and donor recognition.

Brief Description of the CSO's Mission:

The Friends of Fort Taylor is a volunteer, non-profit, citizen's support organization created and dedicated to generate public awareness and financial support for the preservation and maintenance of Fort Zachary Taylor Historic State Park. Our role is one of advocacy for the historical, educational and ecological enhancement of the Park, a National Historic Landmark.

Brief Description of the CSO's Results Obtained:

The CSO has provided financial support to the Park to complete necessary upgrades to various areas of the Park. Those include tiki hut thatch roof repair, wireless internet for the volunteers and various tool rentals to name a few. The CSO raised its visibility in the community by focusing on attending local events and reaching out to local and state government officials to ensure all were aware of our organization and what the CSO does in supporting Fort Zachary Taylor. The CSO continues to work with the Park Manager and Staff on matters of mutual interests and concerns and our relationship continues to improve as we continue working on a closer basis.

Brief Description of the CSO's Plans for Next Three Fiscal Years:

The CSO will increase its memberships.
The CSO will offer to take the majority of the event coordination and planning for Civil War Days.
The CSO will hold a Board Retreat to educate its Directors on the CSO Manual.
The CSO will support the return, display interpretation and the curation of returning artifacts.
The CSO will continue to research, coordinate, and publish accurate information on the artifacts belonging to the Fort, the process of their stabilization, their inventory and location and their reintroduction to the Fort.
The CSO will assist the Park in actively using the restored Barracks Building for displays, interpretation and as a boost to support of the remaining priority repairs to the Fort.
The CSO will continue to support special events in the Park and the Fort.
The CSO will work the park Staff to institute admission and special event opportunities described in the CSO Manual to benefit our efforts to raise funds and gain members.
The CSO will continue to reach out to the community to better publicize our mission and goals. The CSO will expand its membership base. The CSO will better record its volunteer hours and promote volunteer benefits and opportunities to expand the program.
The CSO will continue to identify and recruit potential effective Board members that are committed to our Mission.
The CSO will continue to issue press releases, provide presentations to promote the positive historic, educational, and cultural activities taking place in the Park.

Copy of the CSO's Code of Ethics attached (*Model provided; see CSO 2014 instructions*)

Certify the CSO has completed and provided to the Department the organization's most recent Internal Revenue Service (IRS) Form 990, 990-EZ, or 990-N/Annual Financial Statement

FRIENDS OF FT. TAYLOR, INC. CODE OF ETHICS

PREAMBLE

- (1) It is essential to the proper conduct and operation of the Friends of Ft. Taylor, Inc. (herein “CSO”) that its board members, officers, and employees be independent and impartial and that their position not be used for private gain. Therefore, the Florida Legislature in Section 112.3251, Florida Statute (Fla. Stat.), requires that the law protect against any conflict of interest and establish standards for the conduct of CSO board members, officers, and employees in situations where conflicts may exist.

- (2) It is hereby declared to be the policy of the state that no CSO board member, officer, or employee shall have any interest, financial or otherwise, direct or indirect, or incur any obligation of any nature which is in substantial conflict with the proper discharge of his or her duties for the CSO. To implement this policy and strengthen the faith and confidence of the people in Citizen Support Organizations, there is enacted a code of ethics setting forth standards of conduct required of the Friends of Ft. Taylor, Inc. board members, officers, and employees in the performance of their official duties.

STANDARDS

The following standards of conduct are enumerated in Chapter 112, Fla. Stat., and are required by Section 112.3251, Fla. Stat., to be observed by CSO board members, officers, and employees.

1. Prohibition of Solicitation or Acceptance of Gifts

No CSO board member, officer, or employee shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgment of the CSO board member, officer, or employee would be influenced thereby.

2. Prohibition of Accepting Compensation Given to Influence a Vote

No CSO board member, officer, or employee shall accept any compensation, payment, or thing of value when the person knows, or, with reasonable care, should know that it was given to influence a vote or other action in which the CSO board member, officer, or employee was expected to participate in his or her official capacity.

3. Salary and Expenses

No CSO board member or officer shall be prohibited from voting on a matter affecting his or her salary, expenses, or other compensation as a CSO board member or officer, as provided by law.

4. Prohibition of Misuse of Position

A CSO board member, officer, or employee shall not corruptly use or attempt to use one's official position or any property or resource which may be within one's trust, or perform official duties, to secure a special privilege, benefit, or exemption.

5. Prohibition of Misuse of Privileged Information

No CSO board member, officer, or employee shall disclose or use information not available to members of the general public and gained by reason of one's official position for one's own personal gain or benefit or for the personal gain or benefit of any other person or business entity.

6. Post-Office/Employment Restrictions

A person who has been elected to any CSO board or office or who is employed by a CSO may not personally represent another person or entity for compensation before the governing body of the CSO of which he or she was a board member, officer, or employee for a period of two years after he or she vacates that office or employment position.

7. Prohibition of Employees Holding Office

No person may be, at one time, both a CSO employee and a CSO board member at the same time.

8. Requirements to Abstain From Voting

A CSO board member or officer shall not vote in official capacity upon any measure which would affect his or her special private gain or loss, or which he or she knows would affect the special gain or any principal by whom the board member or officer is retained. When abstaining, the CSO board member or officer, prior to the vote being taken, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the CSO board member or officer to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

9. Failure to Observe CSO Code of Ethics

Failure of a CSO board member, officer, or employee to observe the Code of Ethics may result in the removal of that person from their position. Further, failure of the CSO to observe the Code of Ethics may result in the Florida Department of Environmental Protection terminating its Agreement with the CSO.

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Accrual Basis

Friends of Fort Taylor Inc.
Balance Sheet
As of December 31, 2013

	<u>Dec 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
1 - TIB Bank Checking	27,204.42
2 - FOFT Grant Account	1.00
Total Checking/Savings	<u>27,205.42</u>
Total Current Assets	27,205.42
Other Assets	
18610 - Fort Taylor Preservation Fund	8,725.18
Total Other Assets	<u>8,725.18</u>
TOTAL ASSETS	<u><u>35,930.60</u></u>
LIABILITIES & EQUITY	
Equity	
30000 - Opening Balance Equity	49,417.71
32000 - Unrestricted Net Assets	-17,305.41
Net Income	3,818.30
Total Equity	<u>35,930.60</u>
TOTAL LIABILITIES & EQUITY	<u><u>35,930.60</u></u>

Friends of Fort Taylor Inc.
Statement of Financial Income and Expense
January through December 2013

	Unclassified	TOTAL
Ordinary Income/Expense		
Income		
43400 · Direct Public Support		
43450 · Individ, Business Contributions		
43451 · Donation Boxes	947.51	947.51
43452 · Pop Machine Donations	2,187.74	2,187.74
Total 43450 · Individ, Business Contributions	3,135.25	3,135.25
Total 43400 · Direct Public Support	3,135.25	3,135.25
45000 · Investments		
45010 · Unrealized Gain/Loss	507.32	507.32
Total 45000 · Investments	507.32	507.32
49000 · Special Events Income		
49010 · Special Events Contributions		
49012 · FTP/PIp	11,177.48	11,177.48
49013 · Haunted Fort	18,796.00	18,796.00
Total 49010 · Special Events Contributions	29,973.48	29,973.48
Total 49000 · Special Events Income	29,973.48	29,973.48
Total Income	33,616.05	33,616.05
Expense		
62800 · Facilities and Equipment		
62830 · Donated Facilities		
62831 · Donated Park Improvements	2,110.01	2,110.01
Total 62830 · Donated Facilities	2,110.01	2,110.01
62840 · Equip Rental and Maintenance	396.98	396.98
Total 62800 · Facilities and Equipment	2,506.99	2,506.99
65000 · Operations		
65020 · Postage, Mailing Service		
65021 · Post Box Rental	88.00	88.00
Total 65020 · Postage, Mailing Service	88.00	88.00
65050 · Telephone, Telecommunications	2,224.96	2,224.96
65060 · Event Expenses		
65061 · Event Expense Civil War Days	4,985.20	4,985.20
65062 · Event Expense FTP/PIp	7,500.00	7,500.00
65063 · Haunted Fort	11,822.60	11,822.60
Total 65060 · Event Expenses	24,307.80	24,307.80
Total 65000 · Operations	26,620.76	26,620.76
65100 · Other Types of Expenses		
65160 · Other Costs	610.00	610.00
65170 · Staff Development	60.00	60.00
Total 65100 · Other Types of Expenses	670.00	670.00
Total Expense	29,797.75	29,797.75
Net Ordinary Income	3,818.30	3,818.30
Net Income	3,818.30	3,818.30

Friends of Fort Taylor Inc.
Profit & Loss
 January through December 2013

	Jan - Dec 13
Ordinary Income/Expense	
Income	
43400 · Direct Public Support	
43450 · Individ, Business Contributions	
43451 · Donation Boxes	947.51
43452 · Pop Machine Donations	2,187.74
Total 43450 · Individ, Business Contributions	3,135.25
Total 43400 · Direct Public Support	3,135.25
45000 · Investments	
45010 · Unrealized Gain/Loss	507.32
Total 45000 · Investments	507.32
49000 · Special Events Income	
49010 · Special Events Contributions	
49012 · FTPI/PIP	11,177.48
49013 · Haunted Fort	18,796.00
Total 49010 · Special Events Contributions	29,973.48
Total 49000 · Special Events Income	29,973.48
Total Income	33,616.05
Expense	
62800 · Facilities and Equipment	
62830 · Donated Facilities	
62831 · Donated Park Improvements	2,110.01
Total 62830 · Donated Facilities	2,110.01
62840 · Equip Rental and Maintenance	396.98
Total 62800 · Facilities and Equipment	2,506.99
65000 · Operations	
65020 · Postage, Mailing Service	
65021 · Post Box Rental	88.00
Total 65020 · Postage, Mailing Service	88.00
65050 · Telephone, Telecommunications	2,224.96
65060 · Event Expenses	
65061 · Event Expense Civil War Days	4,985.20
65062 · Event Expense FTPI/PIP	7,500.00
65063 · Haunted Fort	11,822.60
Total 65060 · Event Expenses	24,307.80
Total 65000 · Operations	26,620.76
65100 · Other Types of Expenses	
65160 · Other Costs	610.00
65170 · Staff Development	60.00
Total 65100 · Other Types of Expenses	670.00
Total Expense	29,797.75
Net Ordinary Income	3,818.30
Net Income	3,818.30

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Accrual Basis

Friends of Fort Taylor Inc.
Profit & Loss Detail
 January through December 2013

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
43400 · Direct Public Support									
43450 · Individ, Business Contributions									
43451 · Donation Boxes									
Deposit	05/31/2013			Deposit			1 · TIB Bank C...	463.06	463.06
Deposit	07/22/2013			Deposit			1 · TIB Bank C...	220.10	683.16
Deposit	10/16/2013			Deposit			1 · TIB Bank C...	264.35	947.51
Total 43451 · Donation Boxes								947.51	947.51
43452 · Pop Machine Donations									
Deposit	12/02/2013			Deposit			1 · TIB Bank C...	2,187.74	2,187.74
Total 43452 · Pop Machine Donations								2,187.74	2,187.74
Total 43450 · Individ, Business Contributions								3,135.25	3,135.25
Total 43400 · Direct Public Support								3,135.25	3,135.25
45000 · Investments									
45010 · Unrealized Gain/Loss									
General Journal	01/28/2013	10					18610 · Fort T...	507.32	507.32
Total 45010 · Unrealized Gain/Loss								507.32	507.32
Total 45000 · Investments								507.32	507.32
49000 · Special Events income									
49010 · Special Events Contributions									
49012 · FTP/PIP									
Deposit	01/15/2013			Deposit			1 · TIB Bank C...	150.00	150.00
Deposit	10/07/2013			Online Donati...			1 · TIB Bank C...	91.80	241.80
Deposit	10/07/2013			Online Donati...			1 · TIB Bank C...	146.15	387.95
Deposit	10/30/2013			Sponsorships			1 · TIB Bank C...	1,300.00	1,687.95
Deposit	11/01/2013			Kids Day Don...			1 · TIB Bank C...	260.00	1,947.95
Deposit	11/01/2013			Sponsorships			1 · TIB Bank C...	525.00	2,472.95
Deposit	11/04/2013			Online Donati...			1 · TIB Bank C...	45.44	2,518.39
Deposit	11/07/2013			Online Donati...			1 · TIB Bank C...	91.80	2,610.19
Deposit	11/21/2013			Online Donati...			1 · TIB Bank C...	18.12	2,628.31
Deposit	11/25/2013			Online Donati...			1 · TIB Bank C...	109.92	2,738.23
Deposit	11/26/2013			Deposit			1 · TIB Bank C...	610.00	3,348.23
Deposit	12/02/2013			Deposit			1 · TIB Bank C...	100.00	3,448.23
Deposit	12/02/2013			Deposit			1 · TIB Bank C...	130.00	3,578.23
Deposit	12/13/2013			Deposit			1 · TIB Bank C...	7,599.25	11,177.48
Total 49012 · FTP/PIP								11,177.48	11,177.48

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Accrual Basis

Friends of Fort Taylor Inc.
Profit & Loss Detail
 January through December 2013

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
49013 · Haunted Fort									
Deposit	10/21/2013			Deposit			1 · TIB Bank C...	1,202.00	1,202.00
Deposit	10/21/2013			Deposit			1 · TIB Bank C...	1,250.00	2,452.00
Deposit	10/21/2013			Deposit			1 · TIB Bank C...	2,831.00	5,283.00
Deposit	10/28/2013			Deposit			1 · TIB Bank C...	1,631.00	6,914.00
Deposit	10/28/2013			Deposit			1 · TIB Bank C...	1,758.00	8,672.00
Deposit	10/30/2013			Deposit			1 · TIB Bank C...	1,409.00	10,081.00
Deposit	10/31/2013			Deposit			1 · TIB Bank C...	3,293.00	13,374.00
Deposit	11/01/2013			Deposit			1 · TIB Bank C...	5,422.00	18,796.00
Total 49013 · Haunted Fort								18,796.00	18,796.00
Total 49010 · Special Events Contributions								29,973.48	29,973.48
Total 49000 · Special Events Income								29,973.48	29,973.48
Total Income								33,616.05	33,616.05
Expense									
62800 · Facilities and Equipment									
62830 · Donated Facilities									
62831 · Donated Park Improvements									
Check	01/08/2013	1271	Mike Guarino	Gate Repair			1 · TIB Bank C...	44.24	44.24
Check	01/08/2013	1273	Fayma Callahan	Reimburse...			1 · TIB Bank C...	1,498.76	1,543.00
Check	02/25/2013	1282	Cash	Repair Brogan			1 · TIB Bank C...	75.00	1,618.00
Check	06/17/2013	1287	Windswept A/C	A/C Repair A...			1 · TIB Bank C...	95.00	1,713.00
Check	10/15/2013	1289	Strunk Hardware	FOFT Shed ...			1 · TIB Bank C...	182.83	1,895.83
Check	10/15/2013	1290	Manley DeBoer	FOFT Shed ...			1 · TIB Bank C...	169.28	2,065.11
Check	10/29/2013	1292	Allen Holmes	Lift Station P...			1 · TIB Bank C...	44.90	2,110.01
Total 62831 · Donated Park Improvements								2,110.01	2,110.01
Total 62830 · Donated Facilities								2,110.01	2,110.01
62840 · Equip Rental and Maintenance									
Check	01/23/2013	1275	Wendi Ney	Reimburse...			1 · TIB Bank C...	396.98	396.98
Total 62840 · Equip Rental and Maintenance								396.98	396.98
Total 62800 · Facilities and Equipment								2,506.99	2,506.99
65000 · Operations									
65020 · Postage, Mailing Service									
65021 · Post Box Rental									
Check	11/13/2013	1294	USPS				1 · TIB Bank C...	88.00	88.00
Total 65021 · Post Box Rental								88.00	88.00
Total 65020 · Postage, Mailing Service								88.00	88.00

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Accrual Basis

Friends of Fort Taylor Inc.
Profit & Loss Detail
 January through December 2013

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
65050 · Telephone, Telecommunications									
Check	01/24/2013		AT&T				1 · TIB Bank C...	194.57	194.57
Check	02/22/2013		AT&T				1 · TIB Bank C...	179.63	374.20
Check	03/25/2013		AT&T				1 · TIB Bank C...	176.99	551.19
Check	04/22/2013		AT&T				1 · TIB Bank C...	194.22	745.41
Check	05/23/2013		AT&T				1 · TIB Bank C...	199.54	944.95
Check	06/24/2013		AT&T				1 · TIB Bank C...	199.51	1,144.46
Check	07/24/2013		AT&T				1 · TIB Bank C...	179.30	1,323.76
Check	08/22/2013		AT&T				1 · TIB Bank C...	177.47	1,501.23
Check	09/23/2013		AT&T				1 · TIB Bank C...	177.21	1,678.44
Check	10/23/2013		AT&T				1 · TIB Bank C...	181.71	1,860.15
Check	11/22/2013		AT&T				1 · TIB Bank C...	182.63	2,042.78
Check	12/23/2013		AT&T				1 · TIB Bank C...	182.18	2,224.96
Total 65050 · Telephone, Telecommunications								2,224.96	2,224.96
65060 · Event Expenses									
65061 · Event Expense Civil War Days									
Check	02/06/2013	1276	Crazy Lady Cafe	Food for CWD			1 · TIB Bank C...	500.00	500.00
Check	02/09/2013	1277	Rick Brass	Rifle Cap rei...			1 · TIB Bank C...	21.00	521.00
Check	02/09/2013	1278	Nana Lopez	Dance Caller			1 · TIB Bank C...	100.00	621.00
Check	02/09/2013	1279	Gary Zimmerman	CWD Dance ...			1 · TIB Bank C...	400.00	1,021.00
Check	02/10/2013	1280	Gary Cotton	Food Cost C...			1 · TIB Bank C...	70.84	1,091.84
Check	02/10/2013	1281	Newberry's Victoria...				1 · TIB Bank C...	3,500.00	4,591.84
Check	02/26/2013	1283	Carol Prabst				1 · TIB Bank C...	50.36	4,642.20
Check	05/07/2013	1285	Sigsbee Charter Sc...	Bus Fee			1 · TIB Bank C...	343.00	4,985.20
Total 65061 · Event Expense Civil War Days								4,985.20	4,985.20
65062 · Event Expense FTPI/PIP									
Check	01/08/2013	1272	Bee's Honey Pots	Portalets Pira...			1 · TIB Bank C...	500.00	500.00
Check	05/07/2013	1286	Al Mueller	Brigands			1 · TIB Bank C...	3,500.00	4,000.00
Check	11/19/2013	1297	KWAHS	Deposit for B...			1 · TIB Bank C...	500.00	4,500.00
Check	11/19/2013	1299	Pirates of the Dark ...	Cannon Fees			1 · TIB Bank C...	1,500.00	6,000.00
Check	12/08/2013	1300	Blazing Swine	Appreciation ...			1 · TIB Bank C...	1,000.00	7,000.00
Check	12/08/2013	1301	Crazy Lady Cafe	Feast Food P...			1 · TIB Bank C...	500.00	7,500.00
Total 65062 · Event Expense FTPI/PIP								7,500.00	7,500.00
65063 · Haunted Fort									
Check	07/29/2013	1288	US 1 Mobile				1 · TIB Bank C...	900.00	900.00
Check	10/29/2013	1291	Wecycle	Advertisemen...			1 · TIB Bank C...	100.00	1,000.00
Check	11/06/2013	1293	Chris Webster	Reimbursem...			1 · TIB Bank C...	135.00	1,135.00
Check	11/08/2013		Cash	Reimbursem...			1 · TIB Bank C...	1,500.00	2,635.00
Check	11/19/2013	1295	Isle of Bones, LLC				1 · TIB Bank C...	7,677.60	10,312.60

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Accrual Basis

Friends of Fort Taylor Inc.
Profit & Loss Detail
 January through December 2013

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	11/19/2013	1296	US 1 Mobile				1 · TIB Bank C...	1,300.00	11,612.60
Check	11/19/2013	1298	Tevis Wemicoff	Reimbursem...			1 · TIB Bank C...	210.00	11,822.60
Total 65063 · Haunted Fort								11,822.60	11,822.60
Total 65060 · Event Expenses								24,307.80	24,307.80
Total 65000 · Operations								26,620.76	26,620.76
65100 · Other Types of Expenses									
65160 · Other Costs									
Check	01/23/2013	1274	Bone Island Graphics	Website 2nd ...			1 · TIB Bank C...	500.00	500.00
Check	11/04/2013		Capital Bank	Returned Ch...			1 · TIB Bank C...	110.00	610.00
Total 65160 · Other Costs								610.00	610.00
65170 · Staff Development									
Check	12/10/2013	1304	CFFK				1 · TIB Bank C...	60.00	60.00
Total 65170 · Staff Development								60.00	60.00
Total 65100 · Other Types of Expenses								670.00	670.00
Total Expense								29,797.75	29,797.75
Net Ordinary Income								3,818.30	3,818.30
Net Income								3,818.30	3,818.30

**Friends of Fort Taylor
Budget 2014**

Account #	Account Name	Budget Amount	YTD Actual	Remaining Amount
15000	Furniture and Equipment			\$ -
18600	Fort Taylor Preservation Fund	\$ 5,000.00		\$ 5,000.00
60300	Awards and Grants			\$ -
60900	Business Expenses			\$ -
60920	Business Registration Fees	\$ 100.00	\$ -	\$ 100.00
60930	Fines, Penalties		\$ -	\$ -
62100	Contract Services		\$ -	\$ -
62110	Accounting Fees	\$ -		\$ -
62130	Fundraising Fees	\$ 5,750.00		\$ 5,750.00
62140	Legal Fees			\$ -
62150	Outside Contract Services	\$ 1,500.00	\$ -	\$ 1,500.00
62800	Facilities and Equipment			\$ -
62830	Donated Facilities		\$ -	\$ -
62831	Donated Park Improvements	\$ 9,500.00	\$ -	\$ 9,500.00
62841	Equipment Rental and Maintenance	\$ 2,000.00	\$ -	\$ 2,000.00
62870	Property Insurance			\$ -
62890	Rent, Parking Utilities			\$ -
65000	Operations			\$ -
65010	Books, Subscriptions			\$ -
65020	Postage, Mailing Service	\$ 400.00		\$ 400.00
65021	Post Box Rental	\$ 114.00	\$ -	\$ 114.00
65030	Printing and Copying	\$ 200.00	\$ -	\$ 200.00
65040	Supplies	\$ 500.00	\$ -	\$ 500.00
65050	Telephone, Telecommunications	\$ 1,850.00	\$ -	\$ 1,850.00
65060	Event Expenses	\$ 20,000.00	\$ -	\$ 20,000.00
65061	Event Expense CWD		\$ -	\$ -
65062	Event Expense FTPI/PIP		\$ -	\$ -
65063	Event Expense Haunted Fort		\$ -	\$ -
65055	Event Personnel Expense	\$ 500.00		\$ 500.00
65100	Other Expenses	\$ 1,075.00	\$ -	\$ 1,075.00
65110	Advertising Expense	\$ -	\$ -	\$ -
65120	Insurance Liability etc.	\$ 500.00		\$ 500.00
65150	Memberships and Dues	\$ 400.00	\$ -	\$ 400.00
65170	Staff Development	\$ 500.00		\$ 500.00
68300	Travel and Meeting Expense			\$ -
68310	Conference, Convention Fees	\$ 2,000.00		\$ 2,000.00
68320	Travel Expenses			\$ -
	Total Expenses:	\$ 51,889.00	\$ -	\$ 51,889.00