

From: [Amy Wooldridge](#)
To: [CityCouncil-List](#)
Subject: Alameda Museum draft 2024 budget
Date: Tuesday, January 16, 2024 5:27:16 PM
Attachments: [AM and Meyers House DRAFT Budget 2023 - 2024 Draft Working Budget Info.pdf](#)

Hello Mayor and City Council,

Following up on a Councilmember request, attached is the draft FY 2024 Alameda Museum budget. This is additional information to the Alameda Museum Form 990s that City Manager Ott shared with you earlier today.

Thank you,
Amy

Amy Wooldridge, she/her
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		<u>Combined Budget</u>		DRAFT 2024			Note
Combined Budget	Jan 2024	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year Total	
Income							
Archival Services (City)	3,550.00	10,650.00	10,650.00	10,650.00	10,650.00	42,600.00	
Donation	400.00	1,200.00	1,900.00	2,450.00	7,750.00	13,300.00	projected increase
Grant Income (EBCF)	0.00	0.00	0.00	0.00	30,000.00	30,000.00	
Membership Dues	430.00	830.00	600.00	1,400.00	7,200.00	10,030.00	projected increase
Sales - Gift Store	2,200.00	6,600.00	6,600.00	6,600.00	6,600.00	26,400.00	projected increase
Rentals		0.00	300.00	900.00	0.00	1,200.00	projected increase
Tours	100.00	300.00	300.00	300.00	300.00	1,200.00	projected increase
other new income		0.00	0.00	0.00	0.00	0.00	Need to project
Total Income	6,680.00	19,580.00	20,350.00	22,300.00	62,500.00	124,730.00	
Expenses							
Advertising & Marketing	50.00	50.00	50.00	50.00	50.00	200.00	
Cleaning		0.00	0.00	0.00	0.00	0.00	
Contractors		150.00	0.00	0.00	0.00	150.00	
Financial fees		0.00	0.00	0.00	0.00	0.00	
Bank fees (PayPal +)	15.00	45.00	45.00	45.00	45.00	180.00	
Brokerage fees	600.00	1,800.00	1,800.00	1,800.00	1,800.00	7,200.00	
Total Financial fees	615.00	1,845.00	1,845.00	1,845.00	1,845.00	7,380.00	
Fundraising Cost (to be delveloped)							to be projected
Graphic Design	450.00	450.00	450.00	450.00	450.00	1,800.00	
Insurance	475.00	475.00	1,615.00	1,425.00	2,725.00	6,240.00	
Job Supplies		200.00	300.00	300.00	300.00	1,100.00	
Landscaping	600.00	1,800.00	4,200.00	1,800.00	11,400.00	19,200.00	
Legal , Accounting & Prof Services	150.00	450.00	4,300.00	450.00	450.00	5,650.00	
Moving Expense* (substantial if needed)		0.00	0.00	0.00	0.00	0.00	
Payroll Expense - Salary*	0.00	7,000.00	18,400.00	20,100.00	20,100.00	65,600.00	depends on hire
Payroll Expense - Taxes & WC Insurance	1,200.00	3,120.00	4,020.00	4,020.00	4,020.00	15,180.00	
Postage	60.00	385.00	180.00	180.00	460.00	1,205.00	
Professional Development/Networking		100.00	300.00	450.00	600.00	1,450.00	
Property Tax		0.00	0.00	0.00	2,500.00	2,500.00	
Reseach Support	800.00	2,400.00	2,000.00	0.00	0.00	4,400.00	
Rent & Lease	5,256.00	15,768.00	15,768.00	15,768.00	15,768.00	63,072.00	
Repairs & Maintenance	450.00	1,350.00	24,350.00	13,550.00	1,350.00	40,600.00	int to be determined: \$30K Major ite
Security	50.00	150.00	150.00	150.00	150.00	600.00	
Speaker Series Expense	200.00	600.00	600.00	600.00	600.00	2,400.00	Assuming we increase activity
Taxes & Licenses		0.00	0.00	75.00	0.00	75.00	
Utilities		0.00	0.00	0.00	0.00	0.00	
Electric	270.00	810.00	690.00	690.00	770.00	2,960.00	
Garbage / Recycling	90.00	270.00	270.00	270.00	270.00	1,080.00	
Gas	240.00	720.00	570.00	220.00	470.00	1,980.00	
Telephone	175.00	525.00	525.00	525.00	525.00	2,100.00	
Porta Potty	250.00	750.00	750.00	750.00	750.00	3,000.00	
Water / Sewer		500.00	1,000.00	600.00	1,200.00	3,300.00	
Total Utilities	1,025.00	3,575.00	3,805.00	3,055.00	3,985.00	14,420.00	
Total Expenses	11,381.00	39,868.00	82,333.00	64,268.00	66,753.00	253,222.00	
Net Operating Income	-4,701.00	-20,288.00	-61,983.00	-41,968.00	-4,253.00	-128,492.00	