

Westmoreland Museum of American Art - Operating Activity and Proposed Budget

DRAFT - CONFIDENTIAL - OPERATING BUDGET & DRAFT ACTUALS

FY 2023-2024 OPERATING BUDGET DRAFT

STATEMENT OF OPERATING ACTIVITIES			
		2022-2023 Forecast	2023-2024 BUDGET
Revenues and Other Support			
1	COVID - ERTC	209,000	152,000
2	Gifts, Grants	1,847,638	2,025,000
3	Membership	85,000	90,000
4	Distributed Income	361,875	500,203
5	Earned Income	333,255	324,450
6	Release from Restricted	155,225	25,000
7	Total Revenues and Other Support	2,991,993	3,116,653
Expenditures			
8	Compensation and Benefits	1,924,638	2,289,849
9	Outside Services	94,620	89,000
10	Utilities	262,505	270,144
11	Maintenance and Repairs	95,955	110,755
12	Insurance	88,868	97,755
13	Curatorial	6,028	7,500
14	Education	13,200	10,000
15	Collections	11,500	17,000
16	Special Events	86,729	85,000
17	Travel & Entertainment	10,215	13,000
18	General Printing & Promotion	83,000	100,000
19	Professional Services	54,147	48,000
20	Café	6,552	7,500
21	Museum Shop	53,486	55,000
22	Fundraising	36,000	36,000
23	Capital Expenditures	75,000	75,000
24	Other	106,000	116,600
25	Net Payables		
26	Total Expenditures	3,008,443	3,428,103
27	Surplus/Deficit - FY Operations	(16,450)	(311,450)
28	Beginning CASH BALANCE (adj)	1,661,505	1,645,055
29	Surplus/Deficit - TOTAL (Line 24)	(16,450)	(311,450)
30	ENDING OPERATING CASH BALANCE	1,645,055	1,333,604
31	Bequeath Emergency Cash Reserve	440,000	440,000
32	Capital Projects Fund Reserve	125,000	125,000
33	Total Available Cash	2,210,055	1,898,604

**WESTMORELAND MUSEUM OF AMERICAN ART
2023-2024 BUDGET COMMENTS**

Line Revenues

- 1 IRS COVID Employee Retention Tax Credit (received and to be released in FY 23-24)
- 2 GOS grants and Individual giving; DCED and Pgh Fdn increases
- 3 Membership - \$5K increase from CY
- 4 Distributed Income - 6% distribution from First Commonwealth and distribution from bequeath endow.
Calculation of distribution changed to rolling 12 quarters (per Investment Policy) to smooth out market fluctuation
- 5 Earned Income - Revenues staying fairly consistent; Outside rentals/206 rentals a bit lower
- 6 Release from Restricted - Small restricted grant "GOS wrap around" at this time; dependent on funders and willingness to include GOS support in restricted grants

Expenses

- 8 - 3% salary increase of Full Time Staff and part-time staff above \$15/hour rate
 - Moving PT Staff to minimum of \$15.00/hour living wage mandate
 - 15% est. increase in Health Care and Vision Costs
 - NEW: Instituting a 25% employee sharing cost for all spouses & dependents - est'd savings of \$12,000 (starting Jan 2024)

- 9-24 All other expenses - Estimated Expense increase planned for the total of these expenses is 5% (\$1,083K to \$1,138K).
Each line item may have an increase or decrease based on normalized year estimates and the opportunity

- 27 Deficit from Current Year Operating Activities - \$311,450
This deficit is funded with operating reserves in excess of \$2.2 million.

**FY 22-23 Forecast compared to
FY 23-24 Budget**

(in '000)	6/30/2023F	6/30/2024B	\$ Increase	% Increase
Salary/Hourly Compensation	1,571	1,855	\$ 284	18%
Taxes	137	166	\$ 29	21%
Healthcare Benefits	187	238	\$ 51	27%
403B	30	30	\$ -	0%
Total	\$ 1,925	\$ 2,289	\$ 364	19%