

2025 Budget

Proposed 2025 See individual Shop Budgets for Details

Dues Individual	50	50	50	65	65	65	65	65	65	65	65	65	65	65	
Memberships Individual	208	208	208	187	187	187	187	187	187	187	187	187	187	187	Based on October close
Dues Household	100	100	100	130	130	130	130	130	130	130	130	130	130		
Memberships Household	43	43	43	38	38	38	38	38	38	38	38	38	38		

Income

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Notes
Dues														
47230 · Membership	14,700.00	14,700.00	14,700.00	17,095.00	17,095.00	17,095.00	17,095.00	17,095.00	17,095.00	17,095.00	17,095.00	17,095.00	197,955.00	based on 208 individual & 44 household
47220 · Corporate membership	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	8,000.00	0.00	0.00	13,000.00	based on 2024 actual and budget
Classes														
47240 · Program Service Fees (Classes)	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	3,342.00	40,104.00	Distributed evenly throughout the year
Machines														
41200 · Laser Fee Income	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00	
41300 · UV Printer Income	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	2,100.00	
41310 · 3D Printer Resin	0.00	2.00	0.00	2.00	0.00	0.00	2.00	0.00	0.00	2.00	0.00	0.00	8.00	
Fiber Laser	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00	Per Jon White
Sublimation Printer	62.50	62.50	62.50	62.50	62.50	62.50	62.50	62.50	62.50	62.50	62.50	62.50	750.00	only half of projected consumables
BN2-20	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00	only one quarter of projected consumables
Other Fee Income	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	480.00	
Donations														
Snack Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
41010 · Donations	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	2,520.00	considered to be all snack
Individual Business Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Other														
41400 · Storage Locker Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Will be deleted
41320 · Other income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Interest	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	72.00	Savings account
Misc Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Equipment Sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	May not be needed based on donations above
Income Total	18,915.50	18,917.50	18,915.50	21,312.50	21,310.50	26,310.50	21,312.50	21,310.50	21,310.50	29,312.50	21,310.50	21,310.50	261,549.00	

Expenses

Facility MS-L														
62891 · Power Leesburg	500.00	450.00	450.00	450.00	450.00	450.00	700.00	500.00	450.00	450.00	450.00	450.00	5,750.00	based on actual 2024
62892 · Internet/Water Leesburg	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	260.00	3,120.00	based on budget 2024
62892 · Rent Leesburg	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	43,200.00	based on budget 2024
Facility MS-P														
62895 · Rent Purcellville	2,387.03	2,387.03	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	2,458.64	29,360.46	based on budget 2024 with 3% increase in April per lease
62896 · Power Purcellville	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	655.00	7,860.00	based on actual average monthly expense of \$540 in 2024 + anticipated increase of \$115 with adding HVAC in lower building classroom
62897 · Water Purcellville	0.00	122.34	0.00	122.34	0.00	122.34	0.00	122.34	0.00	122.34	0.00	122.34	734.04	based on actual expenses in 2024
62898 · Internet Purcellville	174.32	174.32	174.32	174.32	174.32	174.32	174.32	174.32	215.29	215.29	215.29	215.29	2,255.72	based on actual expenses from Sept - Dec 2024 + increase of 23.5% beginning in Sept 2025
62899 · Propane Purcellville	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	0.00	700.00	based on actual 2024
64001 Purcellville Waste disposal	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	924.00	based on contract with Waste Connections
Taxes and Fees														
60910 · Property Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
60920 · Business Registration Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	0.00	25.00	
60930 · Business Tax	0.00	225.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	
62110 · Accountant Fee	1,500.00	250.00	150.00	0.00	1,500.00	150.00	0.00	0.00	0.00	0.00	0.00	300.00	3,850.00	based on tax filing accountant fee of \$300/hr and a QB bookkeeper fee of \$75/hr
62600 · Merchant Processing Fees	875.10	875.10	875.10	875.10	875.10	1,020.40	875.10	875.10	875.10	1,107.40	875.10	875.10	10,878.80	
62840 · Equip Rental/Moving Equip	0.00	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	800.00	decrease of \$200 from 2024 budget of \$1000; \$455.90 actual 2024 expenses
65120 · Insurance - Liability, D and O	0.00	0.00	0.00	0.00	2,700.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	3,700.00	
Legal Fees	300.00	200.00	200.00	300.00	200.00	400.00	200.00	200.00	200.00	200.00	300.00	300.00	3,000.00	based on 2024 budget; actual expenses were less than \$2000
65070 · Bank Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	no longer charged
65050 · Telephone, Telecommunications	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00	based on actual expenses in 2024 ranged from \$522.36 to \$460.23
Loan														
65060 · Interest Expense - Capital Lease	58.73	55.48	52.21	48.93	45.63	42.30	38.96	35.60	32.21	28.81	25.39	21.94	486.19	based on loan
UV Printer Loan	546.94	550.19	553.46	556.74	560.04	563.37	566.71	570.08	573.46	576.86	580.28	583.73	6,781.86	based on actual 2024
65020 · Postage, Mailing Service	27.00	0.00	15.00	0.00	0.00	16.00	109.50	15.00	0.00	16.00	15.00	0.00	213.50	Note 17
65030 · Printing and Copying	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00	based on 2024 budget; actual expenses were \$1025.31
Classes														
Class Supplies	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	8,400.00	
Honorariums	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	9,600.00	
Maintenance														
62821 - Leesburg Equipment & Facility Mai	\$813.10	\$539.00	\$588.95	\$468.64	\$394.52	\$1,749.54	\$293.00	\$504.64	\$270.00	\$183.00	\$359.52	\$532.00	6,695.91	
62822 - Purcellville Equipment & Facility M	\$1,724.96	\$322.52	\$421.98	\$5,132.00	\$50.00	\$694.52	\$27.98	\$20.00	\$110.00	\$50.00	\$20.00	\$140.00	8,713.96	new \$25K roof and door at MS-P is Landlord problem?
Consumables														
Leesburg Consumables	\$1,502.70	\$1,288.09	\$1,095.42	\$881.81	\$1,412.14	\$786.64	\$1,281.99	\$1,138.08	\$1,004.74	\$711.81	\$1,324.62	\$1,012.58	13,440.62	from Stewards
Purcellville Consumables	\$6,450.18	\$467.79	\$304.76	\$699.67	\$414.52	\$533.80	\$1,599.42	\$150.68	\$197.49	\$792.54	\$174.49	\$1,035.68	12,821.02	from Stewards
Shop Supplies														
62852 · Leesburg Facility Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	now included in consumables
62853 · Purcellville Facility Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	now included in consumables

	Small Emergency Contengency Reserve	Note 16	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00	
IT	Software and Hardware	Note 14	\$280.00	\$99.00	\$0.00	\$0.00	\$0.00	\$1,444.80	\$0.00	\$168.00	\$60.00	\$0.00	\$150.00	\$170.00	2,371.80	Hardware and Software
Snacks/Beverages	Snacks and Beverages	Note 6	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00	\$100/mo MS-P, \$150/mo MS-L
Other	65019 · President's Discretionary Fund		100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00	based on actual 2024
	Marketing		100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00	based on 2024 budget; actual expenses were less than \$2000
	65110 · Associations/Marketing		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	65040 · Supplies		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Was Snacks
Reserve	Transfer to Building Reserve Fund	Note 7	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00	
	Transfer to Equipment Reserve Fund	Note 7	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00	

Approved Projects	Approved Projects funded from Operations	Note 15	3,486.65	1,500.00	3,000.00	0.00	2,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	11,986.65	
Expenses Total			30,218.71	18,897.86	19,531.84	21,360.19	22,626.91	19,798.67	19,517.62	16,324.48	15,663.93	16,404.69	16,340.33	18,409.30	235,094.53	
Net from Operations			-11,303.21	19.64	-616.34	-47.69	-1,316.41	6,511.83	1,794.88	4,986.02	5,646.57	12,907.81	4,970.17	2,901.20	26,454.47	

Cash Flow	Starting Balance	30,000.00	18,696.79	18,716.43	18,100.09	18,052.40	16,735.99	23,247.82	25,042.70	30,028.72	35,675.29	48,583.10	53,553.27	56,454.47	56,454.47	
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Improvements	Leesburg	Note 12, 13	\$5,360.00	\$1,145.00	\$2,198.50	\$500.00	\$100.00	\$1,000.00	\$250.00	\$1,250.00	\$250.00	\$0.00	\$0.00	\$225.00	12,278.50	
	Purcellville	Note 11, 12	\$3,489.99	\$8,249.99	\$5,519.99	\$12,450.00	\$15,000.00	\$50.00	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	45,059.97	
	IT	Note 14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		57,338.47
	Building Reserve Fund		129,626.47	130,626.47	131,626.47	132,626.47	133,626.47	134,626.47	135,626.47	136,626.47	137,626.47	138,626.47	139,626.47	140,626.47	141,626.47	141,626.47
	Equipment Reserve Fund		62,850.80	63,850.80	64,850.80	65,850.80	66,850.80	67,850.80	68,850.80	69,850.80	70,850.80	71,850.80	72,850.80	73,850.80	74,850.80	74,850.80

Notes

Note 1 Projected based on 2023 actuals Will vary based on actual classes offered

Note 2 Plotter, Oliver Sander, Cannon Printer, other

Note 3 Moved to 41010 (next line)

Note 4 Estimated from Class income To reduce class income

Note 5 Estimated using 2023 actuals To reduce class income

Note 6 Assumes full spend of Petty Cash each month. Actual expenditures will likely be less. Any other Petty Cash expenditures will be included in the pertinent facility Maintenance/Repair or Consumables account.

Note 7 Sets a minimum contribution to these funds each month.

Note 8 New roof on lower building at MS-P and new door at MS-P (\$25,000.00) should be a landlord expense

Note 9 Tax filing of I-9 forms

Note 10 We can expect the cost of all supplies to rise

Note 11 Several pieces of equipment in the Wood Shop are beyond end of life, have been repaired multiple times, and need replacement. We are at risk of a failure suspending shop operation and forcing an emergency replacement.

Note 12 Due to year long negative cash flow, No Improvements can be afforded without depleting Equipment Reserve Fund

Note 13 Spend dates not received from Steward. Estimated

Note 14 No new computer purchases in 2025 ?

Note 15 **Approved Projects**
 Electrical Improvements Leesburg \$730 - January MISTAKENLY taken from the Building Reserve Fund
 Woodturning Equipment \$807.03 - February ERF
 SilkScreening - \$1500 February, \$1000 March Grant
 Leatherworking shop - \$586.65- January Operating Budget Yellow indicates items funded from the Operating Budget
 Electronics - \$900 in January Operating Budget
 Purcellville Upgrades - \$2,000 January, \$2,000 March, \$2,000 May, \$2000 June \$3179 ERF \$8820 Operating Budget Some already spent

Note 16 Fund to cover some small unexpected Maintenance, Repair, or Purchases. Needs President to approve

Note 17 Actual expenses in 2024 \$51.37; 2024 budget \$240, Stamps based on 150 stamps at \$0.73 per stamp, Envelopes based on 3 orders from Amazon - one order of 500 letter size#10 and 2 orders of 300 small enveloped, Return Address Lables based on 3 orders from Amazon at \$15.00 per 200 custom printed return address labels

Note 18 Reduction of January expenses in Purcellville

Note 19 Dues Increase of \$15 member and \$30 Household effective April 2025