

X-From_: RMinish@NOTES.HinshawCulbertson.com Mon Nov 1 10:15:31 1999
Return-Path: <RMinish@NOTES.HinshawCulbertson.com>
X-Lotus-FromDomain: HC
From: "Robert A. Minish" <RMinish@NOTES.HinshawCulbertson.com>
To: Ellis Jones <elljones@stg.us.edu>
Date: Mon, 1 Nov 1999 10:14:48 -0600
Subject: Re: Cassette/CD Items
Content-Disposition: inline

Ellis, the procedure you outline makes sense to me. It seems to fit with the plans to have the WNGGA handle cassette sales from prior Gymanfas. Having the National handle all sales from the beginning avoids having to determine when the local venue should cut off sales and turn the rest over to the National.

Ellis Jones <elljones@stg.us.edu> on 11/01/99 09:39:17 AM

To: Robert A. Minish/HC26@HC

cc:

Subject: Cassette/CD Items

Bob: We haven't worked out in writing yet the details for handling the orders for 1999 National Cassette/CD sales. My suggestion is that since all of the checks are coming here made out to WNGGA, that we deposit those checks as 99 Cassette/CD Income. Then the bill for preparing them I assume will also be coming here which we'll pay out of the 99 Cassette/CD account.

Also, we'll pay for the ads which are appearing in the Ninnau and Y Drych from that same account. Then we'll take a certain amount per cassette/CD to cover costs for envelopes, postage, and handling--I am assuming perhaps \$3. Then the balance would be split between Minnesota Gymanfa Ganu Assn and St. David's Society. Then you would not have to carry the accounts in your books and when you close your books on 1999 National, we'll just continue issuing those extra checks from here to Minnesota Gymanfa Ganu and St. David's Society. Does this sound OK to you?

Ellis J.

MEMO

TO: Col Reese (FAX: 612-338-2000)
Alan Upshall (FAX: 612-338-2785)

FROM: Ellis Jones (FAX: 612-338-2000)

DATE: December 3, 1999

SUBJECT: Suggested Compromise for Minneapolis Venue

A problem has arisen with the Minneapolis Venue Committee financial situation. When the Board of Trustees accepted the invitation to hold the 1999 National in Minneapolis, it was September, 1996. That was before I was appointed Executive Director. Nothing was indicated in writing at that time or in the following months that \$5 of the Registration was to be paid to National as part of the expenses of the local venue committee. The Minneapolis venue committee did understand that 50 percent of the profits was to go to National.

Thus, the \$5 per paid registration was not included in preliminary budgets or later budget discussions. It came to my attention only as this year's National was being held that \$5 of the registration fee was to be sent to National before the division of profits. This came as a shock to the Committee and has been a bone of contention since notification had not been made earlier to allow modification of the budget to allow for it. (For example, the fee for seminars might have been set at \$8 rather than \$7.)

In the discussions with the Venue Committee, I have acknowledged that it was National's error to not have given notification in writing to avoid this misunderstanding.

The current budget situation for the Minneapolis National is as follows:

Budget Balance, November 11, 1999	\$19,139.32
Reimbursement from National for roses used at Memorial Service	185.00
Adjusted Balance	\$19,324.32
Payment to Central Lutheran Church	\$6,064.80
Payment to Cytun (estimated)	1,850.00
Final payment to adjudicators, seminar leaders, etc.)	1,000.00
Total payments	8,914.80
Net Balance (no \$5 payment to National from registrations)	\$10,410.00
50 percent to National	\$5,205.00
25 percent to Minnesota Gymanfa Ganu Association	\$2,602.50
25 percent to St. David's Society of Minnesota	\$2,602.50

The number of paid registrations was 972. At \$5 per person the amount of the payment due National \$4,860.00

If that amount is put into the above calculations, the figures would be as follows:

Net Balance	\$10,410.00
Less \$5 registration fee payment to National	4,860.00
Net Balance (after \$5 registration fee payment)	\$5,550.00
50 percent to National	\$2,775.00
25 percent to Minnesota Gymanfa Ganu Association	\$1,387.50
25 percent to St. David's Society of Minnesota	\$1,387.50

In my discussions with the venue committee, I have tried to work out a compromise that would allow National to collect the \$4,860 (\$5 per paid registration) and at the same time allow the local venue to receive a reasonable profit for all the work they have done in hosting the 1999 National.

Here is a proposal:

Step 1: Local venue would pay \$2 per registration fee (\$1,944) before they close their books. The revised figures from above would be as follows:

Net Balance	\$10,410.00
Less \$2 Registration Fee Payment to National)	1,944.00
Net Profit after \$2 Registration Fee Payment	\$8,466.00
50 percent to National	\$4,233.00
25 percent to Minnesota Gymanfa	\$2,116.50
25 percent to St. David's Soc. of Minn.	\$2,116.50

Step 2: International Headquarters would handle the sales of the Minneapolis cassette/CD recordings on the following basis:

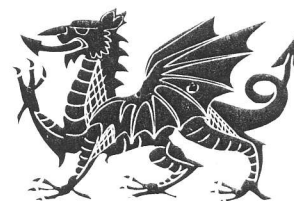
All income would come to Headquarters

All expenses associated with the production and sale of the recording would be paid by Headquarters. (This would include not only the cost of production but also padded envelopes/boxes in which to mail the items, postage on mailing the items, advertising in Y Drych and Ninnau and through mailings from Headquarters, processing of Minnesota sales taxes, and handling costs to address and mail the mailing pieces.)

Headquarters would retain all profits until the remaining \$3 of the registration fee (\$2,916) and production expenses are recovered. (I am estimating that if the profit is \$7 per cassette and \$10 per CD, we'll recover the \$2,916 when an additional 166 cassettes and 175 CDs are sold. Counting those which have already been sold and the free ones given to volunteers as a token of appreciation for their help during the national, 150 cassettes and 171 CDs are already committed. This will leave about 30 cassettes and 150 CDs for additional distribution of profits.)

The Welsh National Gymanfa Ganu Association, Inc.

(Founded 1929)



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M E M O

TO: ✓ Mae Anderson, President, St. David's Society of Minnesota, 1918
Johnson Street NE, Minneapolis, MN 55418-4738
Marcia Richards, President, Minnesota Gymanfa Ganu Association,
1118 Lori Lane, Mankato, MN 56001

FROM: Ellis J. Jones, Executive Director

DATE: January, 2003

SUBJECT: Revenue from Sale of Minneapolis CD's and Cassettes

At the time of the 1999 Minneapolis National Gymanfa Ganu, a misunderstanding was discovered concerning assigning part of the registration fees to expenses incurred by WNGGA Headquarters. An agreement was worked out that WNGGA Headquarters would process all orders for the Minneapolis Cassettes and CD's with income being retained by Headquarters until the partial registration fee amount had been paid. It was further agreed that when that point was reached, any further excess income for sale of the CD's and Cassettes would be divided between the two hosting organizations.

As of December 31, 2002, the partial registration fee amount has been paid and there is an excess of \$261.52. Therefore, enclosed with this memo to each of you is a check for \$130.76 representing your share of the excess. A December 31, Income/Expense/Inventory report spells out the calculations in more detail. If you have any questions, please let me know.

International Headquarters

Dr. Ellis J. Jones, Executive Director
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1999 MINNEAPOLIS NATIONAL CD/CASSETTES
Income/Expense/Inventory Report
December 31, 2002

INCOME

CDs	\$ 6,388.61	
Cassettes	2,985.52	
Minnesota Sales Tax 6.5%	<u>155.98</u>	
TOTAL		\$9,530.11

EXPENSES

Advertising		764.00			
Postage	1999 Dec	402.00	2001 Apr	12.91	
	2000 Jan	63.96	May	2.42	
	Feb	34.72	Jun	1.21	
	Mar	33.50	Jul	2.42	
	Apr	34.72	Aug	7.26	
	May	24.22	Sep	24.36	
	Jun	6.05	Oct	4.84	
	Jul	4.04	Nov	none	
	Aug	20.57	Dec	1.21	
	Sep	2.42	2002 Jan	2.02	
	Oct	9.29	Feb	2.42	
	Nov	4.44	Mar	2.42	
	Dec	9.70	2002 Apr	1.21	
	2001 Jan	6.46	May	none	
	Feb	4.85	Jun	none	
	Mar	3.23	Jul	6.06	
CD Mailers		130.64	Aug	12.11	
Cassette Envelopes		43.98	Sep	none	
Forms		43.35	Oct	none	
Printing		42.50	Nov	4.44	
Production Costs		4,419.80	Dec	2.42	
MN Sales Tax Payable		154.42			

TOTAL 6,352.59

Excess of Income over Expenses \$3,177.52

INVENTORY

CDs	01	Net Amt. Needed	2,916.00	
Cassettes	44	Amount Received	<u>3,177.52</u>	
		Profit	261.52	÷ 2 = 130.76