

1 Resolution Submitted by the HDA Financial Program
2 Hawaii Dental Association 2024 Budget
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5 **Resolution #2023-07:** Adoption of the Hawaii Dental Association 2024 Budget
6

7 **Background:**

8 The HDA continues to work towards its mission of supporting and advocating for
9 Hawaii’s member dentists, and the protection and enhancement of dentistry. The HDA
10 Financial Program and leadership rely on the principles of fiscal responsibility and
11 prioritization of member and association needs, to develop of the HDA 2024 budget.
12

13 HDA programs, committees, and task forces have offered their projected revenue and
14 expenses to this budget based on the HDA Strategic Plan.
15

16 **Whereas,** the HDA must enter the new year with a House-approved budget, and
17

18 **Whereas,** the HDA 2024 Budget proposes revenue of \$1,114,483.00 and expenses of
19 \$1,087,430, exclusive of non-cash income \$1,000.00 and expenses \$750.00.
20

21 Therefore, be it
22

23 **Resolved,** that the HDA 2024 Budget with a net revenue of \$27,303.00, be adopted.
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25 **Recommendation of the HOD Reference Task Force on the HDA 2024 Budget**

26 **Resolution #2023-07:** The HOD Reference Task Force recommends the Resolution
27 #2023-07 be adopted.
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30 **Action taken by the House:**

HDA 2024 Budget - Proposed (9-20-23 draft)

Hawaii Dental Association							
2024 BUDGET - Proposed							
9.20.23 draft							
				Actual	2023	2024	
				Jan - Jul 23	Budget	Budget - Proposed	Notes
Ordinary Income/Expense							
Income							
310 - MEMBERSHIP							
31100 - Member Dues							
			31110 - Member dues	313,773.10	345,955.00	341,773.00	no change in HDA dues
			31120 - Member Dues-Installment fees	3,937.12	3,900.00	4,300.00	Based on YTD 08/23 + \$60/mo x 4
			Total 31100 - Member Dues	317,710.22	349,855.00	346,073.00	
31200 - Member Benefits							
			31210 - Sale of discount movie tickets	1,063.00	300.00	1,100.00	
			31220 - Sale of mailing lists-Members	0.00	200.00	0.00	
			31230 - Royalties	49,322.97	55,200.00	53,000.00	
			Total 31200 - Member Benefits	50,385.97	55,700.00	54,100.00	
31300 - Publication Sales							
			31320 - Journal ad revenue	707.00	750.00	750.00	
			31325 - Marketplace ads	4,605.30	6,000.00	5,000.00	
			31350 - Sale of mailing lists-Non-mbrs	9.00	500.00	10.00	
			Total 31300 - Publication Sales	5,321.30	7,250.00	5,760.00	
31600 - Membership Services							
			31610 - Membership services	30,000.00	60,000.00	60,000.00	
			31620 - County Assistance Program Svcs	6,332.50	2,500.00	5,000.00	
			Total 31600 - Membership Services	36,332.50	62,500.00	65,000.00	
			Total 310 - MEMBERSHIP	409,749.99	475,305.00	470,933.00	
320 - EDUCATION REVENUE							
32100 - Convention Revenue (HDAC)							
			32110 - HDAC Registration revenue	309,650.00	149,925.00	275,000.00	anticipate a lower turn out, based off 2023 budget
			32120 - HDAC Exhibitor booth revenue	144,820.00	148,600.00	125,700.00	no change in booth prices
			32130 - HDAC Marketing revenue	5,548.70	0.00	0.00	
			32150 - HDAC Hotel Commission	3,417.10	0.00	0.00	room blocks at AMH

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				Actual	2023	2024	
				Jan - Jul 23	Budget	Budget - Proposed	Notes
			Total 32100 · Convention Revenue (HDAC)	463,435.80	298,525.00	400,700.00	
			Total 320 · EDUCATION REVENUE	463,435.80	298,525.00	400,700.00	
			330 · Support				
			33100 · Grants & Contributions				
			33110 · ADA SPA Committee grant	30,000.00	55,000.00	50,000.00	
			33115 · ADA Lobby Day	3,075.00	0.00	4,100.00	ADPAC reimburses a portion
			33120 · Contributions-HDAC Revenue	3,951.30	0.00	0.00	
			Total 33100 · Grants & Contributions	37,026.30	55,000.00	54,100.00	
			33300 · Sponsor Income				
			33320 · YDG Meeting/Event Sponsor	7,701.25	15,000.00	18,000.00	
			Total 33300 · Sponsor Income	7,701.25	15,000.00	18,000.00	
			Total 330 · Support	44,727.55	70,000.00	72,100.00	
			380 · OTHER INCOME				
			38200 · Interest Income	36,897.55	51,290.00	168,000.00	Estimate \$4.2M at current savings rate of 4.0%
			38300 · Dividend Income	1,378.42	1,500.00	2,750.00	\$1,375 avg/6 mos.
			Total 380 · OTHER INCOME	38,275.97	52,790.00	170,750.00	
			Total Income	956,189.31	896,620.00	1,114,483.00	
			Expense				
			500 · PROGRAM EXPENSES				
			51000 · Member Benefits				
			51100 · Cost of discount movie ticket	1,054.00	300.00	1,100.00	
			Total 51000 · Member Benefits	1,054.00	300.00	1,100.00	
			53000 · Special Events				
			53100 · HDAC Expenses				
			53110 · HDAC Facil, set-up, equip	60,399.15	65,000.00	70,000.00	incrs in HCC costs
			53115 · HDAC Food & beverage	6,635.69	2,000.00	8,000.00	volunteer and speaker meals only
			53120 · HDAC Event coordination fees	58,888.76	80,000.00	65,000.00	incrs in EI staff rates and contract rates
			53130 · HDAC Grants to speakers	26,155.63	27,200.00	31,000.00	speaker rate is same as 2023
			53140 · HDAC Hired outside services	0.00	9,200.00	10,000.00	EI staff is now in the event coordination area, may include other hired services as needed
			53150 · HDAC Printing & design	1,931.47	13,000.00	2,500.00	most designs are online now

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				Actual	2023	2024	
				Jan - Jul 23	Budget	Budget - Proposed	Notes
			53155 · HDAC Promotion & gift items	129.25	15,000.00	2,000.00	2023 concession coupons for vendors are in the food and beverage, any other gift items for vendors/speakers
			53160 · HDAC Supplies & expense	2,446.86	7,000.00	5,000.00	
			Total 53100 · HDAC Expenses	156,586.81	218,400.00	193,500.00	
			53300 · Young Dentists Group (YDG) mtgs				
			53315 · YDG-Meeting & food costs	13,450.09	29,800.00	29,500.00	
			53360 · YDG-Supplies & expense	123.00	200.00	200.00	
			Total 53300 · Young Dentists Group (YDG) mtgs	13,573.09	30,000.00	29,700.00	
			Total 53000 · Special Events	170,159.90	248,400.00	223,200.00	
			53800 · Special Event Other Direct Exp				
			53810 · Speaker Scouting	0.00	6,000.00	6,000.00	
			53820 · ADA CERP expenses	988.00	950.00	1,000.00	
			Total 53800 · Special Event Other Direct Exp	988.00	6,950.00	7,000.00	
			54000 · Support Programs				
			54300 · Membership Engagement Program	1,309.95	12,000.00	35,000.00	leadership training, Aiona kits, new member welcome
			Total 54000 · Support Programs	1,309.95	12,000.00	35,000.00	
			56000 · Contributions				
			56100 · Contribution to HDA Foundation				
			56110 · HDAF Bookkeeping Fees	2,058.75	3,000.00	3,000.00	
			56150 · HDAF Office Supplies	4,709.32	10,000.00	10,000.00	incl. storage
			56180 · HDAF Website	1,161.92	3,000.00	3,000.00	
			Total 56100 · Contribution to HDA Foundation	7,929.99	16,000.00	16,000.00	
			Total 56000 · Contributions	7,929.99	16,000.00	16,000.00	
			Total 500 · PROGRAM EXPENSES	181,441.84	283,650.00	282,300.00	
			600 · SUPPORT SERVICES				
			60000 · LEADERSHIP				
			60100 · Conferences & Travel				
			60110 · ADA 14th District Caucus	5,413.03	40,000.00	41,000.00	7 delegation, 1 ED
			60120 · ADA Annual Session and HOD	0.00	53,000.00	53,000.00	8 delegation, 1 ED
			60130 · ADA ED Mgmt Conference	3,247.38	4,000.00	3,600.00	1 ED
			60140 · ADA President-elect Meeting	3,370.72	3,600.00	3,100.00	1 PE

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				Actual	2023	2024		
				Jan - Jul 23	Budget	Budget - Proposed	Notes	
			60145	ADA Conference on Membership	0.00	11,500.00	13,000.00	2 MEP, 1 staff
			60150	ADA Dentist & Student Lobby Day	10,609.70	22,000.00	15,000.00	4 ATLS, 1 ED
			60155	ADA Well-being Summit	0.00	0.00	6,500.00	1 leader, 1 staff
			60160	Western States Presidents Conf	0.00	12,500.00	12,000.00	Pres, PE, ED
			60170	Conference on New Dentists	0.00	4,300.00	4,400.00	1 YD
			Total 60100 · Conferences & Travel		22,640.83	150,900.00	151,600.00	
			60200 · Meeting Expenses					
			60215	Awards Task Force	0.00	8,000.00	8,000.00	
			60220	BOT meetings	5,057.79	8,000.00	14,000.00	4 qtrly meetings, 1 leadership dinner; NI flights
			60225	House of Delegates (HOD) exp	3,000.00	17,000.00	18,000.00	
			60230	Miscellaneous meetings	3,585.98	3,000.00	4,000.00	
			Total 60200 · Meeting Expenses		11,643.77	36,000.00	44,000.00	
			60300 · Outside Services					
			60310	Fee to lobbyist	45,000.00	45,000.00	45,000.00	
			Total 60300 · Outside Services		45,000.00	45,000.00	45,000.00	
			Total 60000 · LEADERSHIP		79,284.60	231,900.00	240,600.00	
			Total 600 · SUPPORT SERVICES		79,284.60	231,900.00	240,600.00	
			69000 · OPERATIONS					
			60900 · Business Expenses					
			60920	Business Registration Fees	3.50	25.00	20.00	
			Total 60900 · Business Expenses		3.50	25.00	20.00	
			61000 · Payroll Expenses					
			61100	Salaries & Wages	112,841.96	209,000.00	263,800.00	4 FTE
			61200 · Payroll Taxes					
			61210	FICA & Medicare	8,632.38	17,730.00	21,000.00	
			61220	FUTA	75.87	130.00	170.00	
			61230	SUTA	1,907.23	1,600.00	4,100.00	
			Total 61200 · Payroll Taxes		10,615.48	19,460.00	25,270.00	
			61300 · Employee Benefits					
			61310	Medical Insurance	12,785.40	23,640.00	32,800.00	
			61320	Temporary Disability Insurance	445.68	820.00	1,060.00	
			61330	Workers compensation	446.88	820.00	1,260.00	

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				Actual	2023	2024	
				Jan - Jul 23	Budget	Budget - Proposed	Notes
			61340 · Staff Retirement Matching	1,985.08	6,300.00	6,500.00	
			61360 · Leave compensation accrual	924.51	5,500.00	5,820.00	
			61390 · Benefits-Other	0.00	500.00	750.00	
			Total 61300 · Employee Benefits	16,587.55	37,580.00	48,190.00	
			Total 61000 · Payroll Expenses	140,044.99	266,040.00	337,260.00	
			62100 · Computer & Internet expenses				
			62110 · Internet & Office Technology	1,845.87	4,000.00	4,000.00	
			62120 · IT Services	4,801.02	9,500.00	9,000.00	
			Total 62100 · Computer & Internet expenses	6,646.89	13,500.00	13,000.00	
			63400 · Dues & Subscriptions	2,082.86	3,000.00	3,200.00	
			63500 · Fees				
			63510 · Merchant Svc Fees (Credit Card)	17,169.52	17,900.00	29,630.00	
			63520 · Bank fees	232.13	400.00	1,530.00	
			Total 63500 · Fees	17,401.65	18,300.00	31,160.00	
			63700 · Insurance				
			63710 · Business umbrella insurance	445.00	900.00	500.00	Bond \$500
			63720 · Director & Officers insurance	2,824.00	2,900.00	2,900.00	No change '22 & '23
			63730 · HDA General liability	500.00	1,400.00	900.00	Based on 10/2022 invoice
			63740 · Employment Practices Liab Ins	175.02	210.00	690.00	.025% of wages
			Total 63700 · Insurance	3,944.02	5,410.00	4,990.00	
			65100 · Office equipment				
			65110 · Equipment repairs & maint	0.00	1,000.00	800.00	
			65120 · Office equipment leases & purch	3,075.79	3,000.00	4,000.00	
			Total 65100 · Office equipment	3,075.79	4,000.00	4,800.00	
			65200 · Office Supplies & expense				
			65210 · Mailing & Postage	98.06	2,000.00	1,000.00	
			65220 · Office supplies	2,738.13	1,200.00	3,000.00	
			65230 · Phone & fax	139.97	720.00	0.00	
			65240 · Printing & copying	575.18	800.00	800.00	
			65250 · Moving Expenses	7,350.40	15,000.00	10,000.00	increase in storage, minimal moving expenses
			Total 65200 · Office Supplies & expense	10,901.74	19,720.00	14,800.00	
			66300 · Professional fees				

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				Actual	2023	2024	
				Jan - Jul 23	Budget	Budget - Proposed	Notes
			66310 · SPA grant to HPPA	35,000.00	55,000.00	50,000.00	
			66315 · Bookkeeping Fees	6,000.00	12,000.00	12,000.00	
			66320 · Accounting Fees	3,542.50	9,750.00	9,750.00	
			66325 · Audit fees	12,990.00	26,000.00	27,000.00	
			66330 · Legal Fees	456.13	5,000.00	2,000.00	
			66340 · Payroll service fees	2,953.93	5,500.00	3,400.00	\$165/mo + \$355/qtr
			66350 · Temporary Hires	0.00	250.00	0.00	
			66390 · Professional fees-Other	0.00	100.00	100.00	
			Total 66300 · Professional fees	60,942.56	113,600.00	104,250.00	
			67100 · Taxes-Other				
			67110 · HDA General excise tax	3,105.64	2,900.00	10,200.00	
			Total 67100 · Taxes-Other	3,105.64	2,900.00	10,200.00	
			67300 · Staff Development	399.00	1,000.00	800.00	
			79000 · Office Facility				
			73700 · Property Insurance	0.00	3,500.00	3,500.00	Estim. 1/3 of bldg insur
			75100 · Office Rent & CAM	2,613.19	33,250.00	32,800.00	\$1,400 (rent + GET) + \$1,330 CAM, rounded
			75200 · Office parking	2,895.20	7,160.00	3,750.00	3 staff mo parking & guests
			Total 79000 · Office Facility	5,508.39	43,910.00	40,050.00	
			Total 69000 · OPERATIONS	254,057.03	491,405.00	564,530.00	
			Total Expense	514,783.47	1,006,955.00	1,087,430.00	
			Revenue Over (Under) Expenses Before Non-cash	441,405.84	(110,335.00)	27,053.00	
			NON-CASH REVENUES & EXPENSES				
			Other Income				
			71000 · Non-cash Income				
			71300 · Holding Gain on Investments	1,898.06	0.00	1,000.00	Conservative trend of improved market.
			Total 71000 · Non-cash Income	1,898.06	0.00	1,000.00	
			Total Other Income	1,898.06	0.00	1,000.00	
			Other Expense				
			73000 · Non-cash Expenses				
			73100 · Depreciation & amortization				
			63100 · Depreciation-Office	307.95	1,000.00	750.00	
			Total 73100 · Depreciation & amortization	307.95	1,000.00	750.00	

HDA 2024 Budget - Proposed (9-20-23 draft)

				Actual	2023	2024	
				Jan - Jul 23	Budget	Budget - Proposed	Notes
			73300 - Holding loss on investment	397.11	0.00	0.00	
			Total 73000 - Non-cash Expenses	705.06	1,000.00	750.00	
			Total Other Expense	705.06	1,000.00	750.00	
			Net Other Non-cash Income (Expense)	1,193.00	(1,000.00)	250.00	
			Total Revenue Over (Under) Expenses	442,598.84	(111,335.00)	27,303.00	