

# COUNCIL MEETING BUDGET WORKSHEET

Breakeven statement and profitability calculations

## Option A

What is your projected # of CUES Member attendees?	30
What is your projected # of Non Member attendees?	5
What is your projected Registration Fee for Members?	\$ 150.00
What is your projected Registration Fee for Non Mbrs	\$ 200.00

Your Breakeven # of Attendees will be.....	18.3
Your Profit \$ will be.....	\$ 1,375.00

## Option B

What if....(Using attendee projections above)

Our Council would like to make a profit of .....	\$ 1,000
The CUES MBR Registration Fee would need to be....	\$ 139.77
The NON MBR Registration Fee would need to be....	\$ 186.36

Variable Costs:	Cost/person
<b>Example: Meals</b>	<b>\$12.50</b>
1 Meals	\$ 45.00
2 Handouts	\$ 5.00
3 Drinks	\$ 15.00
4 Snacks	\$ 10.00
5	\$ -
6	\$ -
7	\$ -
8	\$ -
9	\$ -
10	\$ -
Total Variable Cost/Person	\$ 75.00

Fixed Costs	Cost/person
<b>Example: Meeting Room</b>	<b>\$1,500.00</b>
1 Meeting Room	\$ 500.00
2 Speaker	\$ 500.00
3 A/V	\$ 500.00
4	\$ -
Total Fixed Costs	\$ 1,500.00

**BREAKEVEN ANALYSIS:**

	<b>Per/Person</b>	<b>Total \$</b>
Desired Registration Fee	\$ 157.14	\$ 2,869.57
Variable Costs	\$ 75.00	\$ 1,369.57
Profit Margin	\$ 82.14	\$ 1,500.00
Less :Fixed Costs		\$ 1,500.00
Net Profit		\$ -

**PROFIT STATEMENT BASED ON OPTION A**

	<b>Per/Person</b>	<b>Total \$</b>
Ave Reg Fee	\$ 157.14	\$ 5,500.00
Variable Costs	\$ 75.00	\$ 2,625.00
Profit Margin	\$ 82.14	\$ 2,875.00
Less :Fixed Costs		\$ 1,500.00
Net Profit		\$ 1,375.00

**PROFIT STATEMENT BASED ON OPTION B**

	<b>Per/Person</b>	<b>Total \$</b>
Ave Reg Fee	\$ 146.43	\$ 5,125.00
Variable Costs	\$ 75.00	\$ 2,625.00
Profit Margin	\$ 83.33	\$ 2,500.00
Less :Fixed Costs		\$ 1,500.00
Net Profit		\$ 1,000.00