

CONNECTICUT REGION – NATIONAL SKI PATROL SYSTEM, INC.
PROGRAM REPORT

CT REGION TREASURER

AS OF April 1, 2023

Please complete and email to skip.mudge.nsp@gmail.com by **April 1, 2023**

PROGRAM ADVISOR:	Liz Fenner	
CONTACT INFORMATION:	EMAIL ADDRESS:	liz@fennerct.com
	MOBILE PHONE:	860-276-3001

ASSISTANT ADVISOR:	NAME:	CONTACT:
ASSISTANT ADVISOR:	NAME:	CONTACT:

MISSION STATEMENT

NSP: TO HELP KEEP PEOPLE SAFE ON THE MOUNTAIN AND DURING OTHER OUTDOOR ACTIVITIES.
PROGRAM MISSION STATEMENT: To assist the RD in creating a fiscally responsible budget for the CT Region while allowing program managers to successfully run their business.

EXECUTIVE SUMMARY: 2022-23 SEASON

Presented the proposed budget to the region PD’s and program managers. Came to an agreement on mileage criteria for reimbursement. Met regularly with the RD to review the budget actuals and discuss exceptions which needed approval. Assisted several program managers in filling out expense forms and determining how to appropriately report revenue offsets.

Attended meetings with the PD’s and program managers and presented new procedures for donations, grants and tax exemption for region purchases.

Set up bill payments through the bank to eliminate the need for most checks thereby saving the region the cost of reordering paper checks.

PROGRAM GOALS: 2022-23 SEASON

Please list the SMART goals your program focused on this season, along with their achievement status. (Specific, Measurable, Attainable, Relevant and Time bound)

1. Review budget proposals from program managers by April 6, 2022
2. Meet with the RD to discuss allocation of funds by April 8, 2022
3. Create and maintain a fiscally sound budget for the CT region
4. Present budget at the April 14th spring meeting for approval by voting members
5. Meet monthly, during the ski season, with the RD to ensure the budget remains on target

ACTIVITIES / PARTICIPATION

Activity	# Instructors/ Other	# Participants
Budget review meetings with the RD	2	2
Ongoing revenue/expense tracking and follow-up	1	1
Budget preparation and presentation	2	2

PROGRAM GOALS: 2023-24 SEASON

*Please list the SMART goals your program focused on this season, along with their achievement status. (**S**pecific, **M**easurable, **A**ttainable, **R**elevant and **T**ime bound)*

1. Review budget proposals from program managers by April 7, 2023
2. Meet with the RD to discuss allocation of funds by April 12, 2023
3. Create and maintain a fiscally sound budget for the CT region
4. Present budget at the April 12th spring meeting for approval by voting members
5. Meet monthly with the RD to ensure the budget remains on target - first Tuesday of each month

RECRUITMENT

N/A

SUCCESSION PLANNING

This position is appointed by the RD. Should the need arise, I would work with the named replacement to mentor them, turnover all documentation and work with them and the bank to change signing authority.

PROGRAM BUDGET

BUDGET PERFORMANCE (2021-22 SEASON)

Please provide the \$ amount of your approved budget for the prior fiscal year. Please note if this budget included any unusual and/or one-time expenditures. For travel expenses, please specify trips/nights/people/rates, etc., as appropriate.

	APPROVED SEASON BUDGET	SPENT TO DATE	ANTICIPATED REMAINING TO SPEND	VARIANCE (OVER/ UNDER)
Mileage				
Meals				
Lodging (# trips/people/nights/rates)				
Printing				
Postage	25	0	0	25
Equipment				
Supplies	20	0	0	20
Textbooks/Instructional Aids				
Awards specific to program (e.g., Instr. Service Awards)				
Other (unusual or one time, explain in "Prog. Goals")				
Revenue (Expense Offset)				
Total	45	0	0	45

Notes: Please explain variances (i.e., over/underspending your approved budget by >10%).
OVERSPENDING OF BUDGET ALLOWED ONLY WITH PRIOR APPROVAL OF REGION DIRECTOR.

No postage or supplies were needed this year.

BUDGET REQUEST (2022-23 SEASON)

<i>Please provide a brief comment on any increase or decrease, such as unusual or one-time expenditures. Explain basis for travel expense request.</i>	REQUESTED	APPROVED
Mileage: State Mileage , not dollar amount (round trip 100 miles or more) ¹		
Meals		
Lodging (# trips/people/nights/rates)		
Printing		
Postage		
Equipment		
Supplies		
Textbooks/Instructional Aids		
Awards specific to program (e.g., Instructor Service Awards)		
Other (unusual or one time, explain in "Program Goals")		
Revenue (Expense Offset)		
Total	0	

Notes: I do not anticipate the need for supplies or postage this year based on the new online bill payment process.

¹ If multiple trips, list mileage separately, either in Notes section (above) or as separate lines in Budget Request form.