



HALLWALLS
CONTEMPORARY ARTS CENTER

CE

February 16, 2012

Mr. James Cerroni
Clerk, Community Enrichment Committee
Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

Dear Mr. Cerroni:

In the 2012 Erie County Budget as Amended, Hallwalls, Inc. was allocated an arts and cultural funding grant of \$51,426 for calendar year 2012. In past years (i.e., prior to 2011), we have received payment in quarterly installments. If that is to be the case this year, we would be scheduled to receive four quarterly payments of \$12,856.50 each, payable January 1, April 1, July 1, and October 1, 2012. Since our organizational fiscal year runs September 1–August 31, we will use the first three quarterly payments of our 2012 grant in our FY12, and the 4th quarterly payment (the one scheduled for October 1, 2012) at the beginning of our FY13, to be fully expended before the end of the period October 1–December 31, 2012. These funds will be applied to one year’s worth of general operating and program expenses, including staff salaries, rent, printing, supplies & materials, artist’s fees, visiting artists’ lodging while in Buffalo, etc. A copy of our approved organizational budget for our FY12 is enclosed.

Thank you for your assistance.

Sincerely,

Edmund Cardoni
Executive Director
Hallwalls, Inc.

4M-12

HALLWALLS, INC. INCOME BY CATEGORY					
	INCOME	FINAL DRAFT	FY11-8/31/11	FY11	FY10-8/31/10
		FY2012 BUDGET	unaudited	BUDGET	AUDITED
	EARNED REVENUE				
109	Interest (non-Endowment)	\$10	\$6	\$30	\$31
410	Gross Special Events	\$55,000	\$42,074	\$55,000	\$98,572
411	Admissions	\$13,000	\$8,799	\$18,000	\$10,873
412	Concessions	\$5,000	\$4,179	\$5,100	\$5,096
413	Rentals	\$3,000	\$2,650	\$3,000	\$2,450
417	All Merchandise	\$500	\$1,015	\$400	\$354
427	Cash Co-Sponsors	\$2,500	\$4,050	\$2,500	\$1,713
444	Membership	\$32,000	\$29,346	\$35,000	\$31,185
	TOTAL EARNED	\$111,010	\$92,119	\$119,030	\$150,274
	UNEARNED (NON-GOV'T.)				
441	Corporate (inc. G4G)	\$32,000	\$20,247	\$30,000	\$12,550
442	Foundation (non-pass-thru)	\$130,000	\$118,515	\$130,000	\$63,645
Pass Thru	Pass-Thru (non-NYSCA)	\$17,000	\$11,139	\$5,000	\$26,221
443	Indiv. Donors (non-Endow.)	\$15,000	\$7,999	\$15,000	\$18,747
	TOTAL NON-GOV'T.	\$194,000	\$157,900	\$180,000	\$121,163
	UNEARNED (GOV'T.)				
445	NEA (projected)	\$30,000	\$60,000	\$20,000	\$33,000
446	NYSCA (projected)	\$59,605	\$68,995	\$69,925	\$121,941
446	NYSCA PASS-THRU (IND)	\$21,375	\$24,515	\$24,625	\$14,625
447	Erie County (Jan/April/July)	\$38,570	\$12,250	\$12,250	\$48,964
448	City of Buffalo	\$16,600	\$0	\$0	\$0
499	Endowment: gain / (loss)	\$15,000	\$19,720	\$14,600	\$10,234
	TOTAL GOVERNMENT	\$181,150	\$185,480	\$141,400	\$228,764
	TOTAL INCOME	\$486,160	\$435,499	\$440,430	\$500,201
HALLWALLS, INC. EXPENSE GROUPED BY CATEGORY					
	EXPENSES	DRAFT	FY11 8/31/11	FY11	FY10 8/31/10
		2012 BUDGET	unaudited	BUDGET	AUDITED
	PAYROLL & FRINGES				
610	Salaries & Wages	\$196,200	\$187,210	\$186,500	\$192,028
613	Payroll Tax Expense	\$16,130	\$15,390	\$18,846	\$16,874
650	Disability	\$367	\$367	\$367	\$367
652	Workers Comp	\$1,100	\$1,073	\$1,200	\$1,127
654	Ind. Health	\$11,070	\$10,933	\$10,087	\$9,220
	TOTAL PAYROLL	\$224,867	\$214,973	\$217,000	\$219,616
	OTHER GENERAL OP				
615	Merchandise Cost	\$0	\$0	\$0	\$300
617	Special Event Costs	\$22,000	\$17,872	\$20,000	\$18,038
619	Interest Expense	\$4,000	\$4,050	\$3,500	\$3,814
621	Telephone	\$2,500	\$2,503	\$2,600	\$2,481
622	Postage & FedEx	\$4,500	\$4,280	\$5,500	\$5,008
624	Office Supplies/Copier	\$1,500	\$1,434	\$1,800	\$1,367

626	Accounting & Legal Fees	\$2,312	\$612	\$4,500	\$3,125
635	Bank Fees	\$1,100	\$1,069	\$1,200	\$1,220
641	Rent	\$56,564	\$54,877	\$54,879	\$52,264
651	Multiperil/D&O Insurance	\$5,850	\$5,831	\$5,000	\$5,457
715	Concession Expense	\$2,800	\$2,766	\$3,000	\$3,847
720	Internet Service (inc. SSL)	\$1,600	\$1,601	\$1,200	\$1,213
806	Government Fees	\$366	\$366	\$600	\$269
	Pass-Thru Expense	\$17,000	\$32,843	\$5,000	\$4,718
810	Depreciation Expense	\$12,566	\$12,556	\$12,530	\$14,962
142	Leasehold Improvements	\$0	\$0	\$0	\$3,547
	TOTAL OTHER GEN OP	\$134,658	\$142,660	\$121,309	\$121,630
HALLWALLS EXPENSE by CATEGORY					
	DRAFT	FY11	FY11 BUDGET	FY10 Year End	
	PROGRAM COSTS	FY12 Budget	unaudited		AUDITED
620	Temp Tech Fees (LL in FY10)	\$500	\$210	\$1,500	\$2,400
623	Shipping	\$1,500	\$1,095	\$3,000	\$2,972
625	Staff Trav./Lodg.	\$500	\$69	\$1,000	\$2,274
627	Equipment Purchase	\$6,000	\$263	\$5,500	\$0
629	Equip. Repair/Piano Tuning	\$250	\$140	\$500	\$1,113
701	ARTIST FEES (other than ESP)	\$38,660	\$34,367	\$37,500	\$29,648
701	ESP ARTIST FEES	\$0	\$0	\$0	\$4,835
701	NYSCA IND ARTIST FEES (P-T)	\$21,375	\$24,354	\$24,625	\$14,625
702	Artist Lodging	\$4,800	\$4,042	\$7,000	\$7,990
703	Artist Travel	\$3,000	\$2,170	\$4,000	\$3,093
704	Artist Meals/Per Diem	\$500	\$472	\$1,000	\$927
705	ESP Coordinator Fee	\$0	\$0	\$0	\$3,750
707	ESP Travel/Field Trips	\$0	\$0	\$726	\$917
709	Film Rentals	\$1,000	\$500	\$500	\$250
710	Video Rentals	\$1,000	\$500	\$750	\$545
711	Equipment Rental	\$500	\$0	\$600	\$375
713	Publication Costs	\$5,000	\$1,404	\$5,000	\$6,343
717	Materials/Fabrication	\$14,000	\$13,544	\$10,000	\$8,795
718	Documentation/Archives	\$750	\$226	\$750	\$617
727	Co-Sponsorship Expense	\$0	\$0	\$0	\$0
801	Calendar Costs	\$8,000	\$7,138	\$7,000	\$10,039
802	Other Publicity	\$800	\$693	\$1,000	\$929
803	Commercial Advertising	\$1,700	\$1,647	\$1,700	\$425
804	Receptions	\$500	\$465	\$600	\$549
807	Dues/Conf. Fees (non-ESP)	\$300	\$234	\$400	\$401
	TOTAL PROGRAM COSTS	\$110,635	\$93,533	\$114,651	\$103,812
	TOTAL EXPENSES	\$470,160	\$451,166	\$452,960	\$445,058
	TOTAL INCOME FROM PAGE	\$486,160	\$435,499	\$440,430	\$500,181
	SURPLUS / (DEFICIT)	\$16,000	(\$15,667)	(\$12,530)	\$52,988