

National JCCA,
84 Gerrard St. E.,
Toronto, Ontario,
September 9, 1949.

Dear Executive Committee Member:

The following stated memorandum on the present picture of the National JCCA finances as interpreted by the National Treasurer was received by this writer recently from Mr. Okuda, the National Treasurer. While this submission on the National finances is entirely an unofficial report from the National Treasurer as submitted to the National Office, this writer is herewith presenting it to the attention of the National Executive Committee members as it is a very useful summary of the present financial picture of the organization.

Sincerely,

GEORGE TANAKA, National Executive Secretary.

MEMORANDUM RE NATIONAL JCCA FINANCES AS SUBMITTED BY THE NATIONAL TREASURER

1947/48 Budget:		Actual Expense	Remarks:
\$3000.00	N. E. Salary	\$2899.00	Transportation, depreciation, and bank charges amounting to \$64.75 was not budgeted but spent. Equipment was budgeted, but since this represents a Capital Item placed under Balance Sheet.
1200.00	Office S.	1011.00	
360.00	Rent	153.00	
360.00	Telephone	184.06	
750.00	Travelling	781.00	
500.00	P. Relation	539.12	
1000.00	Supplies	817.66	
<u>\$7170.00</u>		<u>\$6384.84</u>	
	Transportation	21.25	
	Depreciation	27.41	
	Bank Charges	16.09	
		<u>\$6449.59</u>	
390.00	Equipment	500.00	
<u>\$7560.00</u>		<u>\$6949.59</u>	

Handwritten notes:
8002.04
69.49.59
1061.45
1402.80 - 1947-48
Just Fund

From the above you will note that the estimated budget expense for the 1947/48 period was \$7560.00, and the actual cash outlay both for capital and running expenses \$6949.59.

1947/48 Income:		Actual Income:	Remarks:
\$2000.00	B. C.	\$2000.00	From this it is easy to find out how the balance sheet was arrived at. Total income of \$9404.84 less total expense of \$6449.59 or \$2955.25 represents balance sheet items in one form or another.
1200.00	Alta.	1200.00	
500.00	Man.	500.00	
3000.00	Ontario	3502.04	
800.00	Que.	800.00	
<u>\$7500.00</u>		<u>\$8002.04</u>	
	Organization	1392.80	} \$1402.80 Just Fund
	Individual	10.00	
		<u>\$9404.84</u>	

Mind you the figures shown under Actual Income were not completed as at August 31st, 1948.

This is clarified by the following Balance Sheet as at August 31st, 1948.

Bank - Current	\$ 877.70		
National Headquarter	<u>349.45</u>		
	\$1227.15		
Receivables:			
Ontario	\$280.00		
Quebec	60.00		
B. C.	<u>462.25</u>		
Alta.	<u>425.85</u>	1228.10	
Equipment		<u>500.00</u>	
		\$2955.25	
			<u>\$1552.45</u>
			1402.80
			<u>\$2955.25</u>

Additional comments re the above balance sheet.

Receivables: Ontario & Quebec represent amounts prepaid from the national treasury re B. C. Emergency Flood. Alta. represents balance of the 1947/48 obligation of \$1200.00 still due. B. C. represents amount due from that provincial chapter re emergency trip you had to make thereof following the 2nd national conference.

All of the above receivables have been paid into the national treasury except the B. C. sum of \$462.25, as you can see from the July 1949 trial balance sheet.

The national JCCA special project amount represents the donations and contributions made by various organizations and individuals to the JCCA not earmarked for any province.

The difference between the special project and assets represent the national JCCA net worth as at August 31st, 1948.

So much preliminary explanation re the 1947/48 affair.

Now coming to the 1948/49 affair which is not as yet complete due to the fiscal year end being August 31st, 1949, I worked the following schedule on the following assumptions.

1. That the operating expense for the month of August will be \$500.00 or the same as the amount of the transfer.
2. That therefore I can take the July figures as base for my calculation.
3. That a sum of \$1.25, being exchange on the \$1000.00 from the New Westminster Japanese Language School must be added to the \$500.00 figure to make the figures coincide 100%, etc.

1948/49 Budget:		Actual Expense to July:	Aggregate Estimated to August:
\$2800.00	N. E. Salary	\$2567.00	\$2800.00
1600.00	Office S.	1752.42	1910.00
200.00	Rent	173.50	185.00
300.00	Telephone	134.58	145.00
650.00	Travelling	690.76	700.00
150.00	P. Relation	117.98	120.00
800.00	Supplies	781.23	845.83
350.00	Pol. Action		
100.00	Literature	40.34	50.00
1700.00	B.C. Special Project	1700.00	1700.00
<u>\$8650.00</u>			
	Transportation	64.60	65.00
	Depreciation	59.20	60.00
	Bank Charges	19.22	20.00
		<u>\$8100.83</u>	<u>\$8600.00</u>
100.00	Equipment	1700	1.25
<u>\$8750.00</u>		<u>6400.83</u>	<u>\$8602.08</u>

You will note from the above that I have increased the expense items for August by exactly \$500.00 plus an additional \$1.25 for exchange, as mentioned previously.

1948/49 Income:	In	Balance Due	
\$2000.00	B.C.	\$ 300.00	\$1700.00
1200.00	Alta.	400.00	800.00
100.00	Sask.		100.00
450.00	Manitoba	450.00	
3000.00	Ontario	2500.00	500.00
800.00	Que.	600.00	200.00
<u>\$7550.00</u>		<u>\$4250.00</u>	<u>\$3300.00</u>
	Re Ont. 47/48 Contingent		x \$ 500.00
	Organization	2046.07	\$ 700.00
	Individual	25.00	6900
		<u>\$6321.07</u>	4250

6400.83
 4250

 \$ 2150.83
 4485
 2150

 \$ 2335
 700.00
 6900
 4250

 \$ 2650
 deposit for
 year

The actual amount of cash in from all sources as at the end of July, 1949, is \$6321.07. The actual amount of cash outlay to same date is \$8100.83 less \$1700.00 earmarked for B. C. special project or \$6400.83.

More on this point later, since I do not have the sequence of figures prepared in chronological order, and am typing as I go along, and giving my penny's worth as they occur to me.

On the above I observe as follows:

1. That the \$1700.00 earmarked can be washed down the drain pipe providing B. C. reimburses the national treasury \$955.83. (\$462.25 outstanding from 1947/48 and \$493.58 for crown timber and franchise trips).
 - x2. That the Ontario 47/48 of \$500.00 can likewise be struck off, since having this sum in for 1947/48 or 1948/49 is immaterial.
- 462.25
 493.58

 \$ 955.83

3. That the contingent \$700.00 likewise to be struck off, unless of course the Trustees to be appointed or in the process of appointment should deem that \$700.00 in the supposed trust account could be transferred to the running account.

Going on the above premises and adding the deposits made in August to date of \$1000.00 (for which \$1.25 exchange and \$12.00 from 3 individuals, I get the following figures:

A) Eliminating the \$1600.00 still due from the provincial chapters and only including the Receivables set forth in the July trial balance.

Bank	\$2073.38		
National Headquarter	<u>349.33</u>		
	\$2422.71		
Receivables:			
B. C.	\$462.25		
Sask.	<u>1.28</u>	463.53	
Equipment	<u>500.00</u>		
	\$3386.24		
			National JCCA (1099.63)
			National JCCA
			Special Project <u>4485.87</u> <i>on trust fund</i>
			<u>4485.87</u>
			<u>2422.71</u>
			\$3386.24

In the above I have depreciated re Equipment \$9.20 if you take the July figures as indicated on Page 4 to bring it to round figure of \$500.00. The national headquarter amount is the same as for July since I went on the assumption that the \$500.00 transferred will be all spent in August, no more, no less.

The special project includes the \$1402.80 on Page 2 plus additional donations and contributions from organizations and individuals to August 23rd.

Thus the National JCCA which showed \$1552.45 in the 1947/48 balance sheet is in the red to the extent of \$1099.63 or a difference of \$2652.08.

I have mentioned this distorted picture if no further payments are made by the chapters owing money.

Bank	\$2073.38		
National Headquarter	<u>349.33</u>		
	\$2422.71		
Receivables	2557.11		
Equipment	<u>500.00</u>		
	\$5479.82		
			National JCCA \$993.95
			National JCCA
			Special Project <u>4485.87</u>
			\$5479.82

This balance sheet as at August 31st, 1949, was prepared on the assumption that the following Receivables can be registered and entered on the records.

	\$462.25
B. C.	
Sask.	1.28
Alta.	800.00
Sask.	100.00
Ont.	500.00
Que.	200.00
B. C.	<u>493.58</u>

Handwritten calculations:
 4485.87
 2652.08
1933.79
 1000
 833.79 left to bank
 4485.87
 2653.08
1832.79

You will note from the last balance sheet that the National JCCA amount has deteriorated by \$558.50.

\$2457.11

Looking at the entire picture from another angle, by incorporating certain assumptions, etc., previously made this can be itemized as follows:

Expenses as at July 31st (See July trial balance)		\$8041.63
Depreciation to bring Equipment to net of \$500.00		59.20
		<u>\$8100.83</u>
Add August expenses (assuming all running expenses)		500.00
		<u>\$8600.83</u>
Add exchange on \$1000.00		1.25
		<u>\$8602.08</u>
Deduct B. C. special project earmarking		1700.00
		<u>\$6902.08</u>
Deduct \$493.58 from expense and including same as receivable from B. C. being money spent directly by the national treasury re crown timber and franchise problems in B. C. at the request of the B. C. chapter		493.58
		<u>\$6408.50</u>
Provincial Payments to date (See Page 3)	4350 \$4250.00	
Provincial balances due	<u>1600.00</u>	<u>\$5850.00</u>
Excess of expense over income and delayed receipts		558.50
Balance under National JCCA (See Page 4)		<u>993.95</u>
		<u>\$1552.45</u>

4350
2052.08
493.58

3485.87

You will note on Page 2 that \$1552.45 was the balance we started with in the 1947/48 August 31st balance sheet, and that the deterioration thereof is only \$558.50. If the \$500.00 from Ontario had been earmarked for the 1948/49 then the deterioration would only be \$58.50 which is not too bad, since we have done away with the possible income source of \$700 from contingent.

In other words, I'd say that the 1948/49 expenditures worked way within the estimated budgeted expense items, and that if requirements are necessary for making recommendations that an additional \$200.00 be paid to bring the executive secretary's annual amount to \$3000.00 for this year I don't see any reason why the same cannot be made.

The one important point I must emphasize here is this: namely, that if the \$1600.00 due from provincial chapters are not forthcoming by the end of August of this year, likewise the \$955.83 from B. C. and the \$1.28 from Sask. it might be in order for the national headquarter or the special committee in charge to write to the various chapters in order to get their assurance that the obligations will be met in due course. A good example is Alta. which at the end of the 1947/48 fiscal year still owed \$425.85, which was made good subsequently.

If these assurances are obtained, providing the same will not have any adverse effect upon the 3rd budget figures the different provinces are willing to underwrite, then I'd say that for the fiscal year ending August 31st, the financial setto is not half as bad as thought on the surface.

Similar to last September, etc., the national treasury will once again have to dip into the reserve fund for the coming fiscal year, but as at August 31st, 1949, if the 2nd balance sheet on Page 4 is taken at its face value, then the Special Project amount is covered by the Bank Balance and the Receivable account without touching the national headquarter balance of \$349.33

1402.80
2071.07
3473.87

Yours very truly,

H. R. OKUDA.