

9. CIAM Treasurer's Report

9.1 CIAM 2006 budget

The final statement was e-mailed to Bureau members and distributed here (see the table also attached to this report).

Opening balance as of January 1, 2006: CHF 79 383,85.

Closing balance as of December 31, 2006: CHF 84 050,15.

Some items will be debited for 2007:

- Muncie reimbursements,
- World Cup medal costs (covering the need for several years),
- Expenses of secretaries,
- Media consultant's expenses.

Not budgeted item: printing of the new certificates and stickers.

9.2 CIAM 2008 draft budget

Because of some missing data the draft 2008 budget was e-mailed to Bureau only two days ago when some members were already on their way to Lausanne but copies are distributed and it is also attached to this report.

By now our budget is still running in Swiss francs while we have changed to Euro, therefore I have agreed to run the budget in Euro in the future.

Last year FAI established a standard Financial Report Form for all commissions therefore I have tried to convert our usual budget structure to this standard but now this action failed, so the 2007 draft budget is presented in the usual form. In the near future (before the next General Conference) it has to be converted with the help of the office. Therefore our usual form should be formally restructured to fit to the standard.

9.3 Invoicing of 2006 Championship medals & EuroTour

The only one pending medal invoice of CHF 5635 issued to FAS (Russia) for the 16th FAI World Space Modelling Championships was paid in December.

There were no payments for the EuroTour events in 2006. I have put on the question to the organizers, but there were no answer up to the end of the year. In January the organizers sent a not fully correct calculation which was using the earlier advance payment for 2006 contrary to our previous agreement. This way the set of event registration forms (22 events in class F3K) I have got in November were confirmed by me to appear on the 2007 calendar only after the sanction fees have arrived to FAI.

Since that a new set of 10 events arrived, but no payment arrived as of yesterday therefore these events are not yet confirmed to appear on the calendar. I have claimed for the fees but again no answer.

9.4 Bureau members' reimbursements policy

The partial or full reimbursements of CIAM officers' expenses are based on some past Bureau decisions but time to time the life has overtaken our practice.

The Muncie meeting has increased the uncertainties. Recently I proposed to apply a doubled one-off cover for the attendees of that meeting (CHF 400 instead of 200). The sum of the collected claims ended at so high amount of cash (a bit higher than CHF 10 000) what can not be distributed by the office on spot. The office would be able now to handle the usual level, but for the future the reimbursements should be made by bank transfer.

For this purpose a draft CIAM form was designed and distributed (based on the form of another commission, see also attached). The partially (recently CHF 200) reimbursed members should fill and sign the form, the treasurer will authorize it, then the office will transfer the money, no other backup document is needed. The officers getting full cover for travel and accommodation should backup the same

form with original receipts. These are those persons who are not supported by their own NAC, presently the president, the technical secretary and the media consultant, plus the travel of the Education SC chairman for the CIEA meeting. These reimbursements should be limited for CIAM meetings and for the cases when representing CIAM at other FAI meetings.

This solution by bank transfer will not affect the net values because all charges will be covered by the budget of FAI office.

The possible income of CIAM budget would not allow the extension of reimbursements just the basic CHF 200 might be changed a bit time to time.

Remark: CIAM is the only FAI commission providing partial reimbursements. Generally they reimburse the key leaders (e.g. president and secretary).

9.5 Budget related remarks

The majority of the sanction fees have arrived to the CIAM account in time but some were again late or not fully paid because of the bank charges. Some were pending because of the usage of old forms (old CHF values were paid or even sent to the old bank of FAI).

Sanction fees should be paid in EUR and the last updated form is to be used.

Recently Dave Brown has risen up the possibility to use credit card payments in CIAM business. I have cleared the situation with the office. FAI accepts credit card payments since several years (only Visa and Mastercard) using a standard form. It is up to us to use or not this possibility. The standard form will appear in the CIAM forms section of FAI web site if needed. The charges are proportional in the range of 4,25 to 4,5 %. This way the charge for bigger amounts could be higher, for small amounts lower, comparing to bank charges.

Lausanne, March 21, 2007

Andras Ree

CIAM BUDGET – Final statement for 2006

E X P E N S E S EUR		
Budget item	Budgeted	Fact
CIAM Flyer	1350	0
Bureau Members' and Subcommittee Chairmen Expenses	4000	1775
President's Travel	3650	3903
President's Expenses	450	452
Secretary's Expenses	400	0
Assistant to Secretary's Travel	950	389
Technical Secretary's Expenses	550	0
CIAM Media Liason Officer's Travel	850	0
World Champ. Medals (seniors)	8650	8894
World Champ. Medals (juniors)	3350	6304
World Cup Medals *	450	0
World Cup Diplomas **	0	0
Repair of trophies	400	0
Education SC Chairman's Travel	650	1020
Printing of new certificates and stickers	0	2010
Miscellaneous	700	491
Total	26400	25238

* covering the need about for 3 years

** covered in 2003 budget for 3 more years

R E V E N U E S EUR		
Sanction Fees	17750	19121
World Champ. Medals (seniors)	8650	8894
Protest fee	0	210
Miscellaneous	0	0
Total	26400	28225

Notes: CIAM Budget covers medals' costs in Junior World Championships.
 Some missing items will be debited for the following year.

Balance at the year end is CHF 84.050 including an increase of CHF 4.666.

CIAM BUDGET 2008 – DRAFT 1

The Bureau proposes the following Budget for 2008 to the Plenary Meeting for approval:

EXPENSES	EUR
CIAM Flyer	1100
Bureau members' and SC Chairmen's expenses	3800
President's travel	4000
President's expenses	600
Secretary's expenses	450
Technical Secretary's travel	1400
Technical Secretary's expenses	450
Media Liaison Officer's travel	800
World Champ. medals (seniors)	8900
World Champ. medals (juniors)	6300
Cont. Champ. medals (seniors)	1900
Cont. Champ. medals (juniors)	200
World Cup medals *	0
World Cup diplomas **	0
Repair of trophies	500
Education SC Chairman's CIEA travel	700
Miscellaneous	800
Total	31900

* covered in 2007 for several years

** covered in 2007 for about 3 years

REVENUES	EUR
Sanction Fees	19500
World Champ. Medals (seniors)	8900
Cont. Champ. Medals (seniors)	1900
Protest fees	0
Total	30300

Note: CIAM Budget covers the medal costs in Junior Championships.



Summary of Expenses - CIAM

Personal Information	
Name:	
Address:	
	Postal code:
Country:	
Telephone:	Fax:
E-mail:	

Bank Information (for wire transfer)
Bank Name:
Account Name:
Swift Code:
Iban Code :
Account Number:
Bank Address:

Expense Summary		
Description	Amount (specify currency)	Subtotal
	Total	

Notes: Reimbursement will be made in the currency requested. The Expense Summary must include original receipts for all expenses.

Signature: _____ Date: _____

Approval _____