IEEE North Jersey Section Report to R1 BoG

(for June 10, 2017 at Nashua, NH)

# A Well Received Event:

## PES Seminar

This has been an ongoing training event that is well subscribed especially by Professional Engineers to renew their licenses. One such event on 24 March had 44 attendees (including 12 IEEE members). The topics are well chosen from the Power Engineering domain and are presented by professionals in the field. These are held in a single industrial facility. There is a fee associated with each of these events. The events are four hours long and the fee includes CEUs, “catered” lunch and all other instruction material.

Those Sections not offering such training seminars may like to start something similar catering to the needs of the local membership.

# A Disappointing Event:

February 2017 PACE meeting had very few (5) attendees. The meeting was somewhat open-ended discussion meeting with no fixed agenda. Meeting agenda and a reputed speaker definitely draws more attendees.

# An Upcoming Event:

## AP/MTT Minishow

This is an annual single-day event with technical presentations and vendor exhibit booths displaying the latest products. Last year (2016), as many as 79 people including 39 IEEE members attended the 5G Overview presentation event in the Minishow. This year, the goal will be to attract 5% more attendees and vendors.

# Netsuite Enhancement Request:

Over many years, North Jersey Section has been managing its finances through a single bank account (CBRS). This makes account reconciliation on Netsuite simpler. However, the Section comprises of 19 Society Chapters, four Affinity Groups, and 14 separate Committees. Each of these entities are allocated both income and expense budgets at the beginning of the year. Their actual incomes and expenses need to be tracked and reported at the monthly EXCOM meetings. The Treasurer not only has to enter all incomes and expenses into Netsuite, but also has to do the same in a separate excel spreadsheet. The excel spreadsheet lists all different cost centers (Chapters, Groups, and Committees) and shows their YTD consolidated incomes and expenses. An example is shown below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Income** |  |  |  |  |
| AES (3.34) | $180.00 |  | $200.00 | $200.00 |
| AP MTT (3.34) | $500.00 |  | $1,150.00 | $1,150.00 |
| AP/MTT Minishow (2.50) | $10,590.00 |  | $10,000.00 | $9,750.00 |
| Awards Reception (2.10) | $400.00 |  | $500.00 | $430.00 |
| CAS EDS Chapter subsidy (3.34) | $1,250.00 |  | $350.00 | $2,375.00 |
| Communications support (3.34) |  |  |  | $300.00 |
| Education Committee (2.60) | $8,350.00 |  | $4,000.00 | $2,550.00 |
| GOLD (2.70) | $1,192.00 |  |  |  |
| IAS PES Seminar income (2.50) | $10,360.05 |  | $10,000.00 | $4,270.00 |
| IEEE HQ rebate (Support/Subsidies) (3.10) | $18,243.30 |  | $16,000.00 | $16,047.00 |
| Interest income (3.40) | $300.77 |  | $300.00 | $284.74 |
| Life member support (2.10) | $1,301.58 |  | $500.00 |  |
| Membership Development (2.70) |  |  |  | $70.00 |
| PACE Award (2.70) | $2,000.00 |  |  | $7.50 |
| PES Outstanding Chap. Activities (2.10) |  |  | $600.00 |  |
| Region 1 support (3.20) |  |  | $850.00 | $828.78 |
| VTS Income (2.10) |  |  |  |  |
| **Total income** | **$54,667.70** |  | **$44,450.00** | **$38,263.02** |
|  |  |  |  |  |
| **Expenses** |  |  | **Budget 2012** |  |
| AES (4.10) | $785.50 |  | $700.00 | $450.80 |
| AP/MTT (4.10) | $1,200.07 | $60.31 | $2,150.00 | $2,170.57 |
| AP/MTT minishow (4.50) | $8,286.45 |  | $8,000.00 | $300.00 |
| Awards Banquet (4.10) | $3,467.39 |  | $3,500.00 | $3,295.68 |
| CAS EDS meetings (4.10) | $1,309.75 |  | $1,400.00 | $983.45 |
| Communication (4.10) | $706.56 |  | $1,200.00 | $370.98 |
| Computer (4.10) | $824.82 |  | $500.00 | $284.49 |
| Control Systems (4.10) | $301.35 |  | $500.00 | $205.94 |
| Education Committee (4.60) | $5,870.00 | $60.00 | $3,000.00 | $1,721.30 |
| Engineering Med & Bio (4.10) |  |  | $500.00 |  |
| Excom (inc. Audit) (4.10) |  |  | $3,000.00 | $1,767.44 |
| General Expenses (4.90) | $4,547.52 |  |  |  |
| GOLD (4.70) | $1,800.12 | $107.32 | $500.00 |  |
| IAS\_PES seminars/meetings (4.50) | $7,917.42 |  | $5,000.00 | $2,904.57 |
| IEEE Milestone (4.90) |  |  | $1,000.00 |  |
| Instrumentation & Measurements (4.10) | $1,018.50 |  | $750.00 | $342.08 |
| Intersection activities (5.50) |  |  | $1,500.00 | $94.91 |
| Life members (4.10) | $723.58 |  | $1,000.00 | $205.70 |
| Membership Development (4.70) |  |  | $500.00 |  |
| Newsletter (4.20) | $3,187.68 | $720.00 | $3,000.00 | $1,920.00 |
| PACE (4.70) | $2,426.66 |  | $1,400.00 | $412.60 |
| Photonics (4.10) | $945.26 |  | $1,000.00 | $273.51 |
| Precollege (4.80) |  |  | $1,000.00 |  |
| Region 1 Meetings (5.20) |  |  | $850.00 | $900.29 |
| Signal processing (4.10) | $135.67 | $49.00 | $500.00 | $69.50 |
| SMC (4.10) | $594.43 |  | $500.00 |  |
| Student activities (4.80) | $500.00 |  | $750.00 | $524.95 |
| TMC (4.10) | $197.80 |  | $500.00 | $351.60 |
| Unemployment Network |  |  | $1,000.00 |  |
| VTS (4.10) |  |  | $500.00 |  |
| WIE (4.10) | $403.57 |  | $500.00 | $77.75 |

The Netsuite Income Statement only indicates consolidated YTD incomes and expenses corresponding to each IEEE category as shown below:

Income

2.10 - Meetings & Social Events $430.00

2.50 - Conference Revenue $17,030.00

2.60 - Educational Activities $3,287.50

2.70 - Professional Activities $297.50

3.10 - Rebate from IEEE HQ $16,047.00

3.20 - Region Receipts $828.78

3.34 - IEEE HQ & Societies $4,025.00

3.40 - IEEE Interest $304.88

Total - Income **$42,250.66**

Gross Profit **$42,250.66**

Expense

4.10 - Meetings & Social Events Expense $12,205.48

4.20 - Publication Expenses $2,640.00

4.50 - Conference Expenses $9,479.46

4.60 - Educational Activities Expense $2,821.53

4.70 - Professional Activities Expense $742.96

4.80 - Student Activities Expense $524.95

5.20 - Travel Expense $828.78

5.50 - Support to Sections/Chapters Expense $1,003.53

The Section would like to request IEEE Financial Ops & Netsuite to enhance Netsuite Income Statement Report to provide breakdowns for the Chapters, Groups, and Committees (aka “entities”). Some of the financial codes, e.g., 3.10, 3.40, 4.20, 4.80, etc. are meant for some unique purposes and may only be ascribed to specific entities in a Section. However, the codes like 2.10, 4.10, etc. are too generic and encompasses multiple entities. We would like these generic financial codes to be split multiple ways so that each unique entity be assigned an unique subcode. For example, 2.10.1 may represent Meetings & Social Events Income for the AES Chapter, 4.10.1 represents Meetings & Social Events Expense of the AES, etc. The income statement will get somewhat longer, but will indicate each entity’s incomes and expenses separately.

Current Section Chair was a Treasurer for a few years and had written scripts to take entries from a Custom A/P Register report downloads to create separate entity income & expense reports. That was cumbersome and required using the Memo field to key in the entity financials.

Perhaps Netsuite has another way to handle this situation. If so, we would like to know that.