

Historic Bethlehem Museums & Sites, Inc.
March 2022 - February 2023
Approved Plan

Ordinary Income/Expense

Income

Community Support

40029 · Membership Income

40030 · Membership - Individual	160,000
40031 · Membership - Business	4,000
40032 · Board Support	36,000
40033 · Smithsonian Subscriptions	500

Total 40029 · Membership Income	200,500
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40000 · Contributions

40001 · Contributions - General	55,000
40002 · Retail Round Ups / Donation Box	5,000
40003 · Memorial Gifts - Other	0
40005 · Annual Appeal	
40011 · Building Preservation	0
40005 · Annual Appeal - Other	40,000

Total 40005 · Annual Appeal	40,000
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40006 · You Point, We Pick	0
40010 · 275th Legacy Fund	0
40012 · Taking the World Stage	0
40000 · Contributions - Other	0

Total 40000 · Contributions	100,000
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40100 · Grants - Unrestricted

40110 · Grants - Heritage Tours	12,000
40120 · Grants Smithy	10,000
40130 · Grants Other	100,000
40100 · Grants - Unrestricted - Other	32,500

Total 40100 · Grants - Unrestricted	154,500
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40038 · Sponsorships	20,000
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40040 · Educ Tax Credits	100,000
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40050 · In-Kind Contributions	0
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40280 · World Heritage Initiative

40281 · WH Initiative - County	25,000
40282 · WH Initiative - City	25,000
40280 · World Heritage Initiative - Other	0

Total 40280 · World Heritage Initiative	50,000
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40290 · Fees	0
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46000 · Beneficial Trusts - PR	13,600
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49000 · Interest Income	30
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Total Community Support	638,630
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Special Events

40480 · New 2 You (Apr)	0
40465 · House Tour (Jun)	50,000
40475 · Turkey Trot (Nov)	40,000

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40490 · Holiday Dinner (Dec)	
40491 · HD Patrons - Guests	285,000
40492 · HD Patrons - Benefactors	0
40493 · HD - Sponsorships	0
40495 · HD - Art Auction	0
40496 · HD - Live Auction	0
40497 · HD - Silent Auction	0
40498 · HD - Wine Tray	0
40499 · HD - Donations	0
40460 · Holiday Dinner	0
40461 · Art Auction	0
40462 · Live Auction	0
40463 · Silent Auction	0
40464 · Wine Tray	0
40460 · Holiday Dinner - Other	0
Total 40460 · Holiday Dinner	0
40490 · Holiday Dinner (Dec) - Other	0
Total 40490 · Holiday Dinner (Dec)	285,000
40470 · Schneider Lecture	0
Total Special Events	375,000
Rentals	
40351 · Apartment Rentals	36,000
40352 · Wedding / Site Rental	60,000
40354 · Parking Lot/ AQ	94,000
40355 · Approved Vendor Royalty	0
Rentals - Other	0
Total Rentals	190,000
Tourism & Admissions	
40200 · Tourism Revenue	
40213 · Christmas in the Quarter	5,500
40212 · Trees Passes	24,000
40205 · Xmas Individuals - BBN	36,000
40210 · Christmas City Combo Passes	32,000
40211 · Christmas City Stroll	19,000
40215 · Individuals	0
40216 · Heritage Trail	2,500
40217 · Historic Moravian Bethlehem WT	15,000
40218 · Death & Dying WT	1,000
40219 · Church & Chapel WT	0
40220 · Groups, Custom	30,000
40225 · Carriage & Wagon rides	40,000
40230 · Steel tours	16,000
40232 · Hoover Mason Trestle	0
40239 · BTS Dollhouse Tour	1,000

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40240 · Other Walking Tours	1,500
40242 · Custom Tours	0
40200 · Tourism Revenue - Other	0
Total 40200 · Tourism Revenue	223,500
40250 · Admission	
40254 · Combo Passes-Sun Inn	0
40255 · Museum Admissions	9,000
40256 · Combo Passes	3,800
40257 · Design After Dark	0
40258 · Personality Exhibit Admissions	0
40259 · Living Social / Groupon	0
40261 · School Tours	
40260 · School Tours - Public EITC	25,000
40265 · School Tours - Private	2,000
40266 · School Tour Merchandise Sales	0
Total 40261 · School Tours	27,000
40250 · Admission - Other	0
Total 40250 · Admission	39,800
40243 · Amazon Smile	75
Total Tourism & Admissions	263,375
Commercial Activities	
40400 · Store & Consignment Sales	
40405 · Taxable	180,000
40410 · Nontaxable	40,000
40420 · On-Line Sales Non-Taxable	0
40425 · Mother's Day Retail Sales	0
40400 · Store & Consignment Sales - Other	0
Total 40400 · Store & Consignment Sales	220,000
40224 · Burnside Holiday Greens Sale	0
40440 · Crafters	
40444 · Crafters - Non Tax Sales	0
Total 40440 · Crafters	0
46600 · Sales Tax Discounts	75
Xmas in the Colonial Ind Qtr	
40221 · CITQ Vendor Fees	0
40214 · CITQ Merchandise Sales	0
Total Xmas in the Colonial Ind Qtr	0
40430 · Misc Sales Revenue	0
Total Commercial Activities	220,075
Programming	
40300 · Programs	
40301 · BlackSmith class	0
40306 · Summer Camp	0
40308 · XMAS Programming Sponsorship	0

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40455 · Blueberry Festival (Jul)	125,000
40481 · Apple Days (Sep)	60,000
40310 · Programs- Other	0
40300 · Programs - Other	0
Total 40300 · Programs	185,000
Total Programming	185,000
45000 · Releases for Operating Support	
45200 · Released for Operations	172,751
45300 · Released for Aministrative Cost	30,863
45400 · Released from Grants/TR	9,975
45600 · Released from Endowments	242,556
45800 · Released HBP Capital Campaign	50,000
Total 45000 · Releases for Operating Support	506,145
40500 · Insurance Proceeds	0
Total Income	2,378,225
Cost of Goods Sold	
COGS Community Support	
51750 · COGS - World Heritage Expense	
51752 · World Heritage Expense - City	0
51751 · World Heritage Expense - County	0
Total 51750 · COGS - World Heritage Expense	0
52610 · Market Development	6,500
51720 · Business Sponsors Reception	0
51700 · Membership Expense	
51710 · Kemerer Society Reception	6,000
51700 · Membership Expense - Other	0
Total 51700 · Membership Expense	6,000
51730 · Membership Discounts	0
51400 · Fundraising Expense	3,000
Total COGS Community Support	15,500
COGS Special Events	
52800 · Special Events Expense	
52810 · Holiday Dinner	75,000
52815 · House Tour	25,000
52825 · Turkey Trot	10,000
52830 · Special Events - New to You	0
52800 · Special Events Expense - Other	0
Total 52800 · Special Events Expense	110,000
Total COGS Special Events	110,000
COGS Rentals	
R&M - Apartments	0
Misc Supplies for Rental Events	0
Total COGS Rentals	0
COGS Tourism & Admissions	

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52650 · Heritage Tours	3,650
53200 · Tourism Expense	45,000
53500 · Volunteers Expense	3,000
52820 · Schneider Lecture	0
52835 · Zug Lecture	0
Total COGS Tourism & Admissions	51,650
COGS Commercial Activities	
52910 · Store Supplies	4,000
52905 · Inventory Adjustment	0
50650 · Consignor Commissions	0
50302 · Online processing fee	0
52900 · Store - Cost of Sales	107,500
Total COGS Commercial Activities	111,500
COGS Programs	
51000 · Education Expense	0
51150 · Exhibits	6,500
52405 · Programming Expense	
52406 · Design After Dark	0
52407 · Summer Camp Expense	1,500
52805 · Blueberry Festival	60,000
52829 · Apple Days	45,000
52405 · Programming Expense - Other	950
Total 52405 · Programming Expense	107,450
50900 · Dues & Subscriptions	5,500
50600 · Collections, Library, Archives	1,300
Total COGS Programs	120,750
Total COGS	409,400
Gross Profit	1,968,825
Expense	
Personnel Expenses	
52700 · Salaries	926,558
52100 · Payroll Tax Expense	74,125
51100 · Employee Benefits	
Medical Plan	96,006
Medical -COBRA Reimbursements	0
Retirement 403b Plan	41,500
51100 · Employee Benefits - Other	0
Total 51100 · Employee Benefits	137,506
Total Personnel Expenses	1,138,189
G&A Expenses	
Supplies	0
50300 · Investment Bank Fees	0
50301 · Bank & Credit Card Fees	26,000
51500 · Insurance Coverage	60,000

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51800 · Misc. Expense	25,000
51600 · Interest Expense	
51605 · Interest Exp - Mortgages	0
51610 · Interest Exp - Line of Credit	1,000
51615 · Finance charges	250
51600 · Interest Expense - Other	0
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Total 51600 · Interest Expense	1,250
52000 · Office Expense	6,000
52200 · Postage	6,500
52300 · Printing	16,000
52400 · Professional Fees Expense	75,000
52410 · Tech Support	67,000
53100 · Telephone / Internet Expense	11,000
53300 · Training Expense	20,000
53400 · Travel & Entertainment	3,625
52500 · Mktg, Advert & PR	
52520 · Advertising	49,300
50000 · Advertising (old)	0
52540 · Publicity	2,640
52600 · Website Expense	40,000
52500 · Mktg, Advert & PR - Other	0
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Total 52500 · Mktg, Advert & PR	91,940
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Total G&A Expenses	409,315
51900 · Facilities Expense	
51912 · Rent for Suite	14,400
51940 · Rent Expense, In Kind	51,120
51930 · Real Estate Taxes	1,100
51920 · Utilities	64,000
51911 · Security	0
51200 · Equipment Expense	6,500
51941 · Truck Lease	9,975
51905 · OSHA	0
51900 · Facilities Expense - Other	3,300
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Total 51900 · Facilities Expense	150,395
51910 · Repairs/Maintenance	
R&M - Maintenance Buildings	130,704
Fire Protection	0
Property Management	0
HVAC	0
Elevators	0
Security System	18,000
Pest Control	0
Cleaning Services	0
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Total R&M - Maintenance Buildings	148,704

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R&M - Maintenance Grounds	
R&M - Landscaping / Gardens	60,684
R&M - Lawn Mowing	0
R&M - Snow Removal	0
Total R&M - Maintenance Grounds	60,684
R&M - Repairs	
Repairs - Major (>\$500)	0
Repairs - Minor (<\$500)	0
Repairs - Supplies / Misc Items	0
Total R&M - Repairs	0
51910 · Repairs/Maintenance - Other	42,012
Total 51910 · Repairs/Maintenance	251,400
50500 · Capital Campaign Expense	
Total 50500 · Capital Campaign Expense	0
51300 · Flood Relief Expense	
2019.00.00 Past Years Work	0
2021.09.02 Hurricane Ida	0
Total 51300 · Flood Relief Expense	0
Other Expenses	
Total Other Expenses	0
Total Expense	1,949,299
Net Income	19,526