



American Society of Civil Engineers

2007-2008
ASCE SECTION
ANNUAL
REPORT

Louisiana Section

ANNUAL REPORT

(Guidelines and Suggested Format)

For the Fiscal Year October 1, 2007 through September 30, 2008

TRANSMITTAL	Report Prepared by:		
Nov. 24, 2008	Patrick J. Landry, P.E.	Secretary-Treasurer	
Distribution Information*	Copies of this report have been distributed by the Section to:	Yes	No
	ASCE District Director/Region Board Chair	X	
	Subsidiary Branch Secretaries	X	
	Section File	X	

*NOTE

The original of this report is to be submitted by the Section so that it will be **received** by the Geographic Services Department, ASCE Headquarters, 1801 Alexander Bell Drive, Reston, VA 20191-4400, **not later than November 30, 2008**

GENERAL INFORMATION

Consolidated Annual Reports of Section Activities and Finances are required to be submitted in accordance with the provisions of Society Bylaws, Article 9.5.2.5. Annual Section Reports are due at the Society Headquarters not later than November 30. Reports are to cover the Society's twelve month fiscal year starting on October 1 and ending September 30.

REMINDER

Receipt of the complete Annual Report is a prerequisite to the payment of the Society's annual allotment to each Section.

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5.0	Addenda Please attach the following with your Section's Annual Report:	
5.1	A current copy of the Section Constitution and Bylaws	
5.2	A current copy of the Branch Bylaws, if applicable	

1.0 ORGANIZATION		
1.1	Officers are elected during the month of	April
	Officers officially take office during the month of	September
1.2	Please indicate personnel serving during this fiscal year:	
	Term of Office (Month/Year to Month/Year)	10/07-9/08
	E. R. DesOrmeaux, P.E.	President
	Ali M. Mustapha, P.E.	President-Elect
	Christopher P. Knotts, P.E.	Vice-President
	Patrick J. Landry, P.E.	Secretary-Treasurer
1.3	Personnel elected to hold office during the next fiscal year are:	
	Term of Office (Month/Year to Month/Year)	
	Ali M. Mustapha, P.E.	President
	Christopher P. Knotts, P.E.	President-Elect
	Patrick J. Landry, P.E.	Vice-President
	Ronald L. Schumann, P.E.	Secretary-Treasurer

2.0 FINANCE AND MEMBERSHIP

2.1 FINANCIAL OPERATIONS

2.1.1 Reporting Section Subsidiary Organizations

The Annual Financial Report of the Section shall include a consolidation of the concurrent financial operations of all subsidiary local organizations (Branches, Technical Groups, Forums, Committees, etc.) which may or may not have separate treasuries. If any Student Organization is using your tax number, their finances must also be included in your consolidation. This reporting may be done in two ways, or by a combination of both:

First, the itemized receipts, disbursements and assets of subsidiary local organizations may be included integrally with the Section statement of cash receipts and expenditures and budget comparison (Figure 3, Form - IIOA). This procedure would be preferable where the receipts and disbursements of the respective subsidiary organizations are handled and managed by the Section.

Second, when the receipts and disbursements are handled and managed by the subsidiary organizations, the total assets and total equity of such units may be reported separately by the Section on its Balance Sheet (Figure 4, Form - IIOB). When this procedure is used, the Section may find it convenient and desirable to have the subsidiary organizations submit an annual financial report to the Section. Forms - IIOA and IIOB may be locally adapted for this purpose. Copies of such reports should be included in this report following the Section's Financial Report.

2.1.2 Audit of Section Financial Statements	Yes	No
The Section's financial statements are periodically audited by an independent auditing firm		X
Frequency of audit (annual, bi-annual)		
Describe composition or qualifications of Auditor or Auditing Committee:		

2.1.3 Budget	Yes	No
This Section prepares a budget itemizing anticipated receipts and disbursements	X	
Responsibility for preparing the budget belongs to (Position, Committee, etc.):		
	Yes	No
The budget is officially approved	X	
By (Position, Committee, etc.): Board of Directors		

2.1.4 Periodic Financial Reports	Yes	No
Financial reports are periodically presented to the Section membership	X	
Frequency: The Board of Directors holds 6-8 business meetings each year. At each meeting, board members receive an updated Financial Report from the Secretary-Treasurer. Also, at the Section's Annual meeting in the Spring, an Annual Financial Report is distributed to all members present.		
Form of presentation: Written report with oral explanations/clarifications.		

2.1.5 Handling of Funds
Authorization to obligate Section Funds belongs to (Title or Position): Board of Directors
Authorization to disburse Section Funds belongs to (Title or Position): Secretary-Treasurer

2.1.6 Bonding	Yes	No
Persons authorized to handle Section monies are bonded		X
Describe type, amount and cost of bonds in effect (theft, fidelity, etc.):		

2.1.7 Operation of Subsidiary Organizations		
The following subsidiary organizations handle their financial operations separate from the Section-Treasurer's activities: (Please list organization(s))	Charge dues in addition to Section dues?	
	Yes	No
Acadiana Branch (Financial Report Attached)		X
Baton Rouge Branch (Financial Report Attached)		X
New Orleans Branch (Financial Report Attached)		X
Shreveport Branch (Financial Report Attached)		X
All Student Chapters and Clubs (6 total)	X	

Louisiana Section

2.1.8 SECTION MEMBERSHIP/DUES REPORT						
Note: DO NOT complete this information if ASCE National collects dues for your Section. Complete ONLY IF your Section collects its own dues, or has collected a portion of dues directly.						
MEMBERSHIP		DUES				
Membership Grades		Number assigned to Section as of September 30 A	Section dues amount per person B	Number of Assigned Members Paying Dues C	Dues Collected D(=BxC)	% Assigned Members Paying Section Dues C/Ax100
Associate Member	AM		\$			
Member	M		\$			
Fellow	F		\$			
Affiliate	AF		\$			
Student Member	SM		\$			
TOTAL	XX	1.	XXXXXXXXXX	4.		
Life Member	LM	2.		XXXXXXXXXX		XXXXXXXXXX
Total assigned members minus life members. (Item 1 minus item 2)		3.	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
% of Assigned Members less Life Members paying Sect. Dues = Item 4 x 100 – Item 3 = %						

2.2 Statement of Cash Receipts and Cash Disbursements [Figure 3] October 1, 2007 to September 30, 2008		
CASH RECEIPTS	\$ BUDGET	\$ ACTUAL
Section Dues	20,500	22,309
Society Allotments	8,500	8,812.29
Interest Income		
Dividend Income		
Contributions, Gifts *	1,100	1,474.16
Grants		
Assessments		
Publication Sales		
SPAG	2,500	9,500
Advertising Income	10,000	13,086
Local Societies		
Dinners & Luncheons		
ASCE Conferences		
Educational Courses		
Miscellaneous	0	0.51
Sub-Total	42,600	55,181.96
Sale of Securities	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
Total Cash Receipts	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	55,181.96

* NOTE: Contributions [individual or corporate] over \$5,000.00 MUST be itemized.

Louisiana Section

CASH DISBURSEMENTS	\$ BUDGET	\$ ACTUAL
Local Societies		
Dinners & Luncheons		
ASCE Conferences	5,700.00	2,953.34
Educational Courses		
Miscellaneous	6,405.00	15,172.30
Contributions, Gifts, Grants Paid		
Fees Paid for Raising Contributions, Gifts, Grants		
Stationery & Office Supplies	225.00	92.23
Postage	100.00	68.18
Telephone	600.00	550.65
Newsletter & Year Book	15,425.00	10,815.29
General Printing (Excluding Advertising)		
Meetings	4,850.00	4,371.78
Branches	4,000.00	4,000
Younger Member Activities		
Student Activities	8,450.00	7,973.08
Secretarial Services (Non Employee)	2,605.00	2,620.92
Section Officer Honorarium		
Official Travel		
Committee Expense		
ASCE Council/Region	1,200.00	0.00
Insurance		
Administrative Staff Salaries		
F.I.C.A. Taxes (Social Security)		
Rent	1,760.00	1,645.88
Financial & Legal Advice		
Lobbying *		
ADVERTISING EXPENSE		
Printing		
Promotion		
Commissions		
Postage		
Supplies		
Advertising Salaries		
Sub-Total	51,320	50,263.65
Purchase of Securities	XXXXXXXXXXXXXXXXXX	
Total Cash Disbursements	XXXXXXXXXXXXXXXXXX	50,263.65
Net Increase (Decrease) in Cash (Receipts – Disbursements)	XXXXXXXXXXXXXXXXXX	4,918.31
Cash on Hand September 30, 2007**	XXXXXXXXXXXXXXXXXX	15,574.35
Cash at September 30, 2008	XXXXXXXXXXXXXXXXXX	20,492.66

*Lobbying means attempting to influence legislation. This includes contacting any member of a legislative body or any government employee or official that can participate in the legislative process, or urging the public to contact any such person, for the purpose of proposing, supporting, or opposing legislation, or advocating the adoption or rejection of legislation. Legislation includes any action by Congress, any state legislature, any local council or similar governing body, or by the public in a referendum, initiative, constitutional amendment or similar procedure.

** NOTE: This figure should be identical to that submitted as Cash on Hand [year-end balance] in the previous year's Annual Report.

2.4 BALANCE SHEET - As of September 30, 2008

ASSETS		NET ASSETS	
Cash in bank and on hand	20,492.66	Unrestricted net assets	66,963.15
Securities (at cost)	46,470.49		
Furniture & equipment			
Building			
Land			
Trust funds		Net Assets Restricted for Prizes, Awards & Trust Funds	
SUBTOTAL ASSETS	66,963.15	SUBTOTAL NET ASSETS	66,963.15
Total Assets Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	105,912.73	Total Equity Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	105,912.73
Dues Receivable at end of current Fiscal Year amounted to:		Total of unpaid bills at the end of the current Fiscal Year amounted to approximately:	
TOTAL ASSETS	172,875.88	TOTAL NET ASSETS	172,875.88

NOTE: Total Assets must equal Total Net Assets

2.5 SECURITIES

Securities Held at September 30, 2008

U.S. Government Securities:		
Principal Amount	Type	Cost
\$11,495.74	Certificate of Deposit (3 month)	
\$11,597.69	Certificate of Deposit (6 month)	
\$11,689.76	Certificate of Deposit (9 month)	
\$11,687.30	Certificate of Deposit (12 month)	
Corporate Bonds or Bond Mutual Funds:		
Principal Amount	Name	Cost
Stock or Stock Mutual Funds:		
Number of Shares	Name	Cost

3.0 SUBSIDIARY ORGANIZATIONS

3.1 Branches and Other

How many Branches and other organizations are there within the jurisdiction of the Section? **Four**

4.0 SECTION ACTIVITIES

Please list activities, other than routine monthly meetings, ie: Community or Public Service Projects, Legislative Activities, Public Awareness events:

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2.1.8 SECTION MEMBERSHIP/DUES REPORT						
Note: DO NOT complete this information if ASCE National collects dues for your Section. Complete ONLY IF your Section collects its own dues, or has collected a portion of dues directly.						
MEMBERSHIP		DUES				
Membership Grades		Number assigned to Section as of September 30 A	Section dues amount per person B	Number of Assigned Members Paying Dues C	Dues Collected D(=BxC)	% Assigned Members Paying Section Dues C/Ax100
Associate Member	AM		\$			
Member	M		\$			
Fellow	F		\$			
Affiliate	AF		\$			
Student Member	SM		\$			
TOTAL	XX	1.	XXXXXXXXXX	4.		
Life Member	LM	2.		XXXXXXXXXX		XXXXXXXXXX
Total assigned members minus life members. (Item 1 minus item 2)		3.	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
% of Assigned Members less Life Members paying Sect. Dues = Item 4 x 100 – Item 3 = %						

2.2 Statement of Cash Receipts and Cash Disbursements [Figure 3] October 1, 2007 to September 30, 2008		
CASH RECEIPTS	\$ BUDGET	\$ ACTUAL
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Society Allotments	8,500	8,812.29
Interest Income		
Dividend Income		
Contributions, Gifts *	1,100	1,474.16
Grants		
Assessments		
Publication Sales		
SPAG	2,500	9,500
Advertising Income	10,000	13,086
Local Societies		
Dinners & Luncheons		
ASCE Conferences		
Educational Courses		
Miscellaneous	0	0.51
Sub-Total	42,600	55,181.96
Sale of Securities	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
Total Cash Receipts	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	55,181.96

* NOTE: Contributions [individual or corporate] over \$5,000.00 MUST be itemized.

CASH DISBURSEMENTS	\$ BUDGET	\$ ACTUAL
Local Societies		
Dinners & Luncheons		
ASCE Conferences	5,700.00	2,953.34
Educational Courses		
Miscellaneous	6,405.00	15,172.30
Contributions, Gifts, Grants Paid		
Fees Paid for Raising Contributions, Gifts, Grants		
Stationery & Office Supplies	225.00	92.23
Postage	100.00	68.18
Telephone	600.00	550.65
Newsletter & Year Book	15,425.00	10,815.29
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Branches	4,000.00	4,000
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Section Officer Honorarium		
Official Travel		
Committee Expense		
ASCE Council/Region	1,200.00	0.00
Insurance		
Administrative Staff Salaries		
F.I.C.A. Taxes (Social Security)		
Rent	1,760.00	1,645.88
Financial & Legal Advice		
Lobbying *		
ADVERTISING EXPENSE		
Printing		
Promotion		
Commissions		
Postage		
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Advertising Salaries		
Sub-Total	51,320	50,263.65
Purchase of Securities	XXXXXXXXXXXXXXXXXXXX	
Total Cash Disbursements	XXXXXXXXXXXXXXXXXXXX	50,263.65
Net Increase (Decrease) in Cash (Receipts – Disbursements)	XXXXXXXXXXXXXXXXXXXX	4,918.31
Cash on Hand September 30, 2007**	XXXXXXXXXXXXXXXXXXXX	15,574.35
Cash at September 30, 2008	XXXXXXXXXXXXXXXXXXXX	20,492.66

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** NOTE: This figure should be identical to that submitted as Cash on Hand [year-end balance] in the previous year 's Annual Report.

2.4 BALANCE SHEET - As of September 30, 2008

ASSETS		NET ASSETS	
Cash in bank and on hand	20,492.66	Unrestricted net assets	66,963.15
Securities (at cost)	46,470.49		
Furniture & equipment			
Building			
Land			
Trust funds		Net Assets Restricted for Prizes, Awards & Trust Funds	
SUBTOTAL ASSETS	66,963.15	SUBTOTAL NET ASSETS	66,963.15
Total Assets Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	94,947.73	Total Equity Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	94,947.73
Dues Receivable at end of current Fiscal Year amounted to:		Total of unpaid bills at the end of the current Fiscal Year amounted to approximately:	
TOTAL ASSETS	161,640.88	TOTAL NET ASSETS	161,640.88

NOTE: Total Assets must equal Total Net Assets

2.5 SECURITIES

Securities Held at September 30, 2008

U.S. Government Securities:		
Principal Amount	Type	Cost
\$11,495.74	Certificate of Deposit (3 month)	
\$11,597.69	Certificate of Deposit (6 month)	
\$11,689.76	Certificate of Deposit (9 month)	
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Number of Shares	Name	Cost

3.0 SUBSIDIARY ORGANIZATIONS

3.1 Branches and Other

How many Branches and other organizations are there within the jurisdiction of the Section?

4.0 SECTION ACTIVITIES

Please list activities, other than routine monthly meetings, ie: Community or Public Service Projects, Legislative Activities, Public Awareness events:

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American Society of Civil Engineers

2007-2008
ASCE SECTION
ANNUAL
REPORT

Section: Acadiana Branch

ANNUAL REPORT

(Guidelines and Suggested Format)

For the Fiscal Year October 1, 2007 through September 30, 2008

TRANSMITTAL	Report Prepared by:		
11-10-08 (Date)	Luke Hebert, E.I. (Name)	Treasurer (Office)	
Distribution Information*	Copies of this report have been distributed by the Section to:	Yes	No
	ASCE District Director/Region Board Chair		X
	Subsidiary Branch Secretaries		X
	Section File	X	

*NOTE

The original of this report is to be submitted by the Section so that it will be **received** by the Geographic Services Department, ASCE Headquarters, 1801 Alexander Bell Drive, Reston, VA 20191-4400, **not later than November 30, 2008**

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5.0	Addenda	
	Please attach the following with your Section's Annual Report:	
5.1	A current copy of the Section Constitution and Bylaws	
5.2	A current copy of the Branch Bylaws, if applicable	

1.0 ORGANIZATION		
1.1	Officers are elected during the month of	May
	Officers officially take office during the month of	September
1.2	Please indicate personnel serving during this fiscal year:	
	Term of Office (Month/Year to Month/Year)	10/07 to 09/08
	Joe Kolwe	President
	Clint McDowell	President Elect
	Joshua Stutes	Vice President
	Shaun Simon, M.S.	Treasurer
	Luke Hebert	Secretary
1.3	Personnel elected to hold office during the next fiscal year are:	
	Term of Office (Month/Year to Month/Year)	10/08 to 09/09
	Clint McDowell	President
	Joshua Stutes	President Elect
	Shaun Simon, M.S.	Vice President
	Luke Hebert	Treasurer
	Randel Badeaux	Secretary

2.0 FINANCE AND MEMBERSHIP

2.1 FINANCIAL OPERATIONS

2.1.1 Reporting Section Subsidiary Organizations

The Annual Financial Report of the Section shall include a consolidation of the concurrent financial operations of all subsidiary local organizations (Branches, Technical Groups, Forums, Committees, etc.) which may or may not have separate treasuries. If any Student Organization is using your tax number, their finances must also be included in your consolidation. This reporting may be done in two ways, or by a combination of both:

First, the itemized receipts, disbursements and assets of subsidiary local organizations may be included integrally with the Section statement of cash receipts and expenditures and budget comparison (Figure 3, Form - IIOA). This procedure would be preferable where the receipts and disbursements of the respective subsidiary organizations are handled and managed by the Section.

Second, when the receipts and disbursements are handled and managed by the subsidiary organizations, the total assets and total equity of such units may be reported separately by the Section on its Balance Sheet (Figure 4, Form - IIOB). When this procedure is used, the Section may find it convenient and desirable to have the subsidiary organizations submit an annual financial report to the Section. Forms - IIOA and IIOB may be locally adapted for this purpose. Copies of such reports should be included in this report following the Section's Financial Report.

2.1.2 Audit of Section Financial Statements	Yes	No
The Section's financial statements are periodically audited by an independent auditing firm	X	
Frequency of audit (annual, bi-annual)		
Describe composition or qualifications of Auditor or Auditing Committee:		

2.1.3 Budget	Yes	No
This Section prepares a budget itemizing anticipated receipts and disbursements	X	
Responsibility for preparing the budget belongs to (Position, Committee, etc.):		
Branch Treasurer with Board Review		
	Yes	No
The budget is officially approved	X	
By (Position, Committee, etc.): Branch Officers		

2.1.4 Periodic Financial Reports	Yes	No
Financial reports are periodically presented to the Section membership		X
Frequency:		
Form of presentation:		

2.1.5 Handling of Funds
Authorization to obligate Section Funds belongs to (Title or Position): Acadiana Branch Board
Authorization to disburse Section Funds belongs to (Title or Position): Acadiana Branch Board

2.1.6 Bonding	Yes	No
Persons authorized to handle Section monies are bonded		X
Describe type, amount and cost of bonds in effect (theft, fidelity, etc.):		

2.1.7 Operation of Subsidiary Organizations		
The following subsidiary organizations handle their financial operations separate from the Section-Treasurer's activities: (Please list organization(s))	Charge dues in addition to Section dues?	
	Yes	No
N/A		

Acadiana Branch Section

2.1.8 SECTION MEMBERSHIP/DUES REPORT						
Note: DO NOT complete this information if ASCE National collects dues for your Section. Complete ONLY IF your Section collects its own dues, or has collected a portion of dues directly.						
MEMBERSHIP		DUES				
Membership Grades		Number assigned to Section as of September 30 A	Section dues amount per person B	Number of Assigned Members Paying Dues C	Dues Collected D(=BxC)	% Assigned Members Paying Section Dues C/Ax100
Associate Member	AM		\$			
Member	M		\$			
Fellow	F		\$			
Affiliate	AF		\$			
Student Member	SM		\$			
TOTAL	XX	1.	XXXXXXXX	4.		
Life Member	LM	2.		XXXXXXXX		XXXXXXXX
Total assigned members minus life members. (Item 1 minus item 2)		3.	XXXXXXXX	XXXXXXXX		XXXXXXXX
% of Assigned Members less Life Members paying Sect. Dues = Item 4 x 100 – Item 3 = %						

2.2 Statement of Cash Receipts and Cash Disbursements [Figure 3] October 1, 2007 to September 30, 2008		
CASH RECEIPTS	\$ BUDGET	\$ ACTUAL
Section Dues		
Society Allotments	2,800.00	2,095.43
Interest Income		
Dividend Income		
Contributions, Gifts *		
Grants		
Assessments		
Publication Sales		
SPAG		
Advertising Income (business card ads)	1,800.00	2,300.00
Local Societies		
Dinners & Luncheons	3,000.00	1,500.00
ASCE Conferences(Spring Conference)	30,000.00	24,330.00
ASCE Conferences-overpayment from registrants	0	1,170.00
Unconfirmed Spring Conference Income	0	1,035.00
LES Joint Conference Profit Share-fromLES	0	4,004.00
Educational Courses		
Miscellaneous (LES, IEEE, ASCE Crawfish Boil)	1,500.00	1,666.66 (\$833.33 from LES & \$833.33 from IEEE; both for their shares of the May 2007 joint crawfish boil)
Sub-Total	39,100.00	38,101.09
Sale of Securities	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	0.00
Total Cash Receipts	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	38,101.09

* NOTE: Contributions [individual or corporate] over \$5,000.00 MUST be itemized.

CASH DISBURSEMENTS	\$ BUDGET	\$ ACTUAL
Local Societies		
Dinners & Luncheons	5,000.00	1,717.29
ASCE Conferences(Spring Conference)	20,000.00	21,009.01
ASCE Conference-Reimb of money to registrants who overpaid	0	1,170.00
Educational Courses(PE Review Course)	2,000.00	1995.00
Miscellaneous (Reimbursement to CASE Inc and Joshua Stutes)	100.00	92.48
Contributions, Gifts, Grants Paid(Plaques and Student Scholarships)	1,200.00	1376.42
Fees Paid for Raising Contributions, Gifts, Grants		
Stationery & Office Supplies		
Postage		
Telephone		
Newsletter & Year Book		
General Printing (Excluding Advertising)		
Meetings (Board Meetings)	300.00	115.99
Branches		
Younger Member Activities		
Student Activities(ASCE Student Banquet Tickets)	3000.00	40.00
Secretarial Services (Non Employee)		
Section Officer Honorarium		
Official Travel		
Committee Expense(Projector and Checks)	0.00	868.73
ASCE Council/Region		
Insurance		
Administrative Staff Salaries		
F.I.C.A. Taxes (Social Security)		
Rent(Annual Fee for P.O. Box)	50.00	40.00
Financial & Legal Advice		
Lobbying *		
ADVERTISING EXPENSE		
Printing		
Promotion(Updated Website and Reimbursement To Kim Landry)	65.00	2364.65
Commissions		
Postage		
Supplies		
Advertising Salaries		
Sub-Total	31,715.00	
Purchase of Securities	XXXXXXXXXXXXXXXXXXXX	0.00
Total Cash Disbursements	XXXXXXXXXXXXXXXXXXXX	30,789.57
Net Increase (Decrease) in Cash (Receipts – Disbursements)	XXXXXXXXXXXXXXXXXXXX	7,311.52
Cash on Hand September 30, 2007**	XXXXXXXXXXXXXXXXXXXX	18,487.30
Cash at September 30, 2008	XXXXXXXXXXXXXXXXXXXX	25,798.82

*Lobbying means attempting to influence legislation. This includes contacting any member of a legislative body or any government employee or official that can participate in the legislative process, or urging the public to contact any such person, for the purpose of proposing, supporting, or opposing legislation, or advocating the adoption or rejection of legislation. Legislation includes any action by Congress, any state legislature, any local council or similar governing body, or by the public in a referendum, initiative, constitutional amendment or similar procedure.

** NOTE: This figure should be identical to that submitted as Cash on Hand [year-end balance] in the previous year 's Annual Report.

2.4 BALANCE SHEET - As of September 30, 2008

ASSETS		NET ASSETS	
Cash in bank and on hand	25,798.82	Unrestricted net assets	
Securities (at cost)			
Furniture & equipment (projector)	868.73		
Building			
Land			
Trust funds		Net Assets Restricted for Prizes, Awards & Trust Funds	
SUBTOTAL ASSETS	\$26,667.55	SUBTOTAL NET ASSETS	
Total Assets Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)		Total Equity Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	
Dues Receivable at end of current Fiscal Year amounted to:		Total of unpaid bills at the end of the current Fiscal Year amounted to approximately:	
TOTAL ASSETS	\$26,667.55	TOTAL NET ASSETS	

NOTE: Total Assets must equal Total Net Assets

2.5 SECURITIES

Securities Held at September 30, 2008

U.S. Government Securities:		
Principal Amount	Type	Cost
Corporate Bonds or Bond Mutual Funds:		
Principal Amount	Name	Cost
Stock or Stock Mutual Funds:		
Number of Shares	Name	Cost

3.0 SUBSIDIARY ORGANIZATIONS

3.1 Branches and Other

How many Branches and other organizations are there within the jurisdiction of the Section? 0

4.0 SECTION ACTIVITIES

Please list activities, other than routine monthly meetings, ie: Community or Public Service Projects, Legislative Activities, Public Awareness events:

1. SPAG Grant (Advertising on Digital Billboards around the Lafayette area.)

2. Scholarship to one Junior and one Senior student at University of Louisiana at Lafayette and McNeese State University.

3. ASCE Acadiana Branch Clay Pigeon Shooting Tournament.

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American Society of Civil Engineers

2007-2008
ASCE SECTION
ANNUAL
REPORT



Baton Rouge Branch

ANNUAL REPORT

(Guidelines and Suggested Format)

For the Fiscal Year October 1, 2007 through September 30, 2008

TRANSMITTAL	Report Prepared by:		
11/5/08	Adam Smith	Treasurer	
Distribution Information*	Copies of this report have been distributed by the Section to:	Yes	No
	ASCE District Director/Region Board Chair		x
	Subsidiary Branch Secretaries		x
	Section File	x	

*NOTE

The original of this report is to be submitted by the Section so that it will be **received** by the Geographic Services Department, ASCE Headquarters, 1801 Alexander Bell Drive, Reston, VA 20191-4400, **not later than November 30, 2008**

GENERAL INFORMATION

Consolidated Annual Reports of Section Activities and Finances are required to be submitted in accordance with the provisions of Society Bylaws, Article 9.5.2.5. Annual Section Reports are due at the Society Headquarters not later than November 30. Reports are to cover the Society's twelve month fiscal year starting on October 1 and ending September 30.

REMINDER

Receipt of the complete Annual Report is a prerequisite to the payment of the Society's annual allotment to each Section.

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2.5	Securities	7
3.0	Subsidiary Organizations	8
4.0	Section Activities.....	8
5.0	Addenda	
	Please attach the following with your Section's Annual Report:	
5.1	A current copy of the Section Constitution and Bylaws	
5.2	A current copy of the Branch Bylaws, if applicable	

1.0 ORGANIZATION		
1.1	Officers are elected during the month of	August
	Officers officially take office during the month of	September
1.2	Please indicate personnel serving during this fiscal year:	
	Term of Office (Month/Year to Month/Year)	
	Bob Jacobsen	President
	Adam Smith	Secretary (-Treasurer)
	Adam Smith	Treasurer
1.3	Personnel elected to hold office during the next fiscal year are:	
	Term of Office (Month/Year to Month/Year)	
	Billy Wall	President
	Clint Willson	Secretary (-Treasurer)
	Clint Willson	Treasurer

2.0 FINANCE AND MEMBERSHIP

2.1 FINANCIAL OPERATIONS

2.1.1 Reporting Section Subsidiary Organizations

The Annual Financial Report of the Section shall include a consolidation of the concurrent financial operations of all subsidiary local organizations (Branches, Technical Groups, Forums, Committees, etc.) which may or may not have separate treasuries. If any Student Organization is using your tax number, their finances must also be included in your consolidation. This reporting may be done in two ways, or by a combination of both:

First, the itemized receipts, disbursements and assets of subsidiary local organizations may be included integrally with the Section statement of cash receipts and expenditures and budget comparison (Figure 3, Form - IIOA). This procedure would be preferable where the receipts and disbursements of the respective subsidiary organizations are handled and managed by the Section.

Second, when the receipts and disbursements are handled and managed by the subsidiary organizations, the total assets and total equity of such units may be reported separately by the Section on its Balance Sheet (Figure 4, Form - IIOB). When this procedure is used, the Section may find it convenient and desirable to have the subsidiary organizations submit an annual financial report to the Section. Forms - IIOA and IIOB may be locally adapted for this purpose. Copies of such reports should be included in this report following the Section's Financial Report.

2.1.2 Audit of Section Financial Statements	Yes	No
The Section's financial statements are periodically audited by an independent auditing firm		x
Frequency of audit (annual, bi-annual)		
Describe composition or qualifications of Auditor or Auditing Committee:		

2.1.3 Budget	Yes	No
This Section prepares a budget itemizing anticipated receipts and disbursements	x	
Responsibility for preparing the budget belongs to (Position, Committee, etc.):		
	Yes	No
The budget is officially approved	x	
By (Position, Committee, etc.): Board of Directors		

2.1.4 Periodic Financial Reports	Yes	No
Financial reports are periodically presented to the Section membership		x
Frequency:		
Form of presentation:		

2.1.5 Handling of Funds
Authorization to obligate Section Funds belongs to (Title or Position): Board
Authorization to disburse Section Funds belongs to (Title or Position): Treasurer

2.1.6 Bonding	Yes	No
Persons authorized to handle Section monies are bonded		x
Describe type, amount and cost of bonds in effect (theft, fidelity, etc.):		

2.1.7 Operation of Subsidiary Organizations		
The following subsidiary organizations handle their financial operations separate from the Section-Treasurer's activities: (Please list organization(s))	Charge dues in addition to Section dues?	
	Yes	No

2.1.8 SECTION MEMBERSHIP/DUES REPORT						
Note: DO NOT complete this information if ASCE National collects dues for your Section. Complete ONLY IF your Section collects its own dues, or has collected a portion of dues directly.						
MEMBERSHIP		DUES				
Membership Grades		Number assigned to Section as of September 30 A	Section dues amount per person B	Number of Assigned Members Paying Dues C	Dues Collected D(=BxC)	% Assigned Members Paying Section Dues C/Ax100
Associate Member	AM		\$			
Member	M		\$			
Fellow	F		\$			
Affiliate	AF		\$			
Student Member	SM		\$			
TOTAL	XX	1.	XXXXXXXX	4.		
Life Member	LM	2.		XXXXXXXX		XXXXXXXX
Total assigned members minus life members. (Item 1 minus item 2)		3.	XXXXXXXX	XXXXXXXX		XXXXXXXX
% of Assigned Members less Life Members paying Sect. Dues = Item 4 x 100 – Item 3 = %						

2.2 Statement of Cash Receipts and Cash Disbursements [Figure 3] October 1, 2007 to September 30, 2008		
CASH RECEIPTS	\$ BUDGET	\$ ACTUAL
Section Dues		
Society Allotments		1,287.94
Interest Income		520.95
Dividend Income		
Contributions, Gifts *		15,060.00
Grants		
Assessments		
Publication Sales		
SPAG		4,750.00
Advertising Income		
Local Societies		
Dinners & Luncheons		10,163.00
ASCE Conferences		
Educational Courses		59,545.00
Miscellaneous		
Sub-Total		91,326.89
Sale of Securities	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
Total Cash Receipts	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	91,326.89

* NOTE: Contributions [individual or corporate] over \$5,000.00 MUST be itemized.

Itemized Contributions	
Branch Sponsor	2,800.00
Christmas Party Sponsor	9,560.00
Monthly Meeting Sponsor	2,700.00
Total Itemized Contributions	15,060.00

CASH DISBURSEMENTS	\$ BUDGET	\$ ACTUAL
Local Societies		860.00
Dinners & Luncheons		19,694.00
ASCE Conferences		777.46
Educational Courses		35,508.58
Miscellaneous		645.94
Contributions, Gifts, Grants Paid		1,000.00
Fees Paid for Raising Contributions, Gifts, Grants		
Stationery & Office Supplies		255.28
Postage		246.00
Telephone		
SPAG		7,186.06
Newsletter & Year Book		1456.00
General Printing (Excluding Advertising)		
Meetings		485.96
Branches		
Younger Member Activities		60.36
Student Activities		1000.00
Secretarial Services (Non Employee)		
Section Officer Honorarium		
Official Travel		
Committee Expense		
ASCE Council/Region		
Insurance		
Administrative Staff Salaries		
F.I.C.A. Taxes (Social Security)		
Rent		
Financial & Legal Advice		
Lobbying *		
ADVERTISING EXPENSE		
Printing		
Promotion		
Commissions		
Postage		
Supplies		
Advertising Salaries		
Sub-Total		69,175.64
Purchase of Securities	XXXXXXXXXXXXXXXXXXXX	
Total Cash Disbursements	XXXXXXXXXXXXXXXXXXXX	69,175.64
Net Increase (Decrease) in Cash (Receipts – Disbursements)	XXXXXXXXXXXXXXXXXXXX	22,151.25
Cash on Hand September 30, 2007**	XXXXXXXXXXXXXXXXXXXX	17,525.60
Cash at September 30, 2008	XXXXXXXXXXXXXXXXXXXX	39,676.85

*Lobbying means attempting to influence legislation. This includes contacting any member of a legislative body or any government employee or official that can participate in the legislative process, or urging the public to contact any such person, for the purpose of proposing, supporting, or opposing legislation, or advocating the adoption or rejection of legislation. Legislation includes any action by Congress, any state legislature, any local council or similar governing body, or by the public in a referendum, initiative, constitutional amendment or similar procedure.

** NOTE: This figure should be identical to that submitted as Cash on Hand [year-end balance] in the previous year 's Annual Report.

2.4 BALANCE SHEET - As of September 30, 2008

ASSETS		NET ASSETS	
Cash in bank and on hand	\$39,676.85	Unrestricted net assets	\$39,676.85
Securities (at cost)			
Furniture & equipment			
Building			
Land			
Trust funds		Net Assets Restricted for Prizes, Awards & Trust Funds	
SUBTOTAL ASSETS	\$39,676.85	SUBTOTAL NET ASSETS	\$39,676.85
Total Assets Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)		Total Equity Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	
Dues Receivable at end of current Fiscal Year amounted to:		Total of unpaid bills at the end of the current Fiscal Year amounted to approximately:	
TOTAL ASSETS	\$39,676.85	TOTAL NET ASSETS	\$39,676.85

NOTE: Total Assets must equal Total Net Assets

2.5 SECURITIES

Securities Held at September 30, 2008

U.S. Government Securities:		
Principal Amount	Type	Cost
Corporate Bonds or Bond Mutual Funds:		
Principal Amount	Name	Cost
Stock or Stock Mutual Funds:		
Number of Shares	Name	Cost

3.0 SUBSIDIARY ORGANIZATIONS

3.1 Branches and Other

How many Branches and other organizations are there within the jurisdiction of the Section?

4.0 SECTION ACTIVITIES

Please list activities, other than routine monthly meetings, ie: Community or Public Service Projects, Legislative Activities, Public Awareness events:

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American Society of Civil Engineers

2007-2008
ASCE SECTION
ANNUAL
REPORT

Louisiana
New Orleans Branch

ANNUAL REPORT

(Guidelines and Suggested Format)

For the Fiscal Year October 1, 2007 through September 30, 2008

TRANSMITTAL	Report Prepared by:		
11/5/08	Ronald Schumann	Past President, New Orleans Branch	
Distribution Information*	Copies of this report have been distributed by the Section to:	Yes	No
	ASCE District Director/Region Board Chair		x
	Subsidiary Branch Secretaries		x
	Section File	x	

*NOTE

The original of this report is to be submitted by the Section so that it will be **received** by the Geographic Services Department, ASCE Headquarters, 1801 Alexander Bell Drive, Reston, VA 20191-4400, **not later than November 30, 2008**

GENERAL INFORMATION

Consolidated Annual Reports of Section Activities and Finances are required to be submitted in accordance with the provisions of Society Bylaws, Article 9.5.2.5. Annual Section Reports are due at the Society Headquarters not later than November 30. Reports are to cover the Society's twelve month fiscal year starting on October 1 and ending September 30.

REMINDER

Receipt of the complete Annual Report is a prerequisite to the payment of the Society's annual allotment to each Section.

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2.5	Securities	7
3.0	Subsidiary Organizations	8
4.0	Section Activities.....	8
5.0	Addenda	
	Please attach the following with your Section's Annual Report:	
5.1	A current copy of the Section Constitution and Bylaws	
5.2	A current copy of the Branch Bylaws, if applicable	

1.0 ORGANIZATION		
1.1	Officers are elected during the month of	May
	Officers officially take office during the month of	September
1.2	Please indicate personnel serving during this fiscal year:	
	Term of Office (Month/Year to Month/Year)	
	Ronald L. Schumann (10/07 to 09/08)	President
	Margaret Adams (10/07 to 09/08)	Secretary (-Treasurer)
	Johann Palacios (10/07 to 9/08)	Treasurer
1.3	Personnel elected to hold office during the next fiscal year are:	
	Term of Office (Month/Year to Month/Year)	
	Nathan J. Junius (10/08 to 09/09)	President
	James Martin (10/08 to 09/09)	Secretary (-Treasurer)
	Malay Ghosehajra (10/08 to 09/09)	Treasurer

2.0 FINANCE AND MEMBERSHIP

2.1 FINANCIAL OPERATIONS

2.1.1 Reporting Section Subsidiary Organizations

The Annual Financial Report of the Section shall include a consolidation of the concurrent financial operations of all subsidiary local organizations (Branches, Technical Groups, Forums, Committees, etc.) which may or may not have separate treasuries. If any Student Organization is using your tax number, their finances must also be included in your consolidation. This reporting may be done in two ways, or by a combination of both:

First, the itemized receipts, disbursements and assets of subsidiary local organizations may be included integrally with the Section statement of cash receipts and expenditures and budget comparison (Figure 3, Form - IIOA). This procedure would be preferable where the receipts and disbursements of the respective subsidiary organizations are handled and managed by the Section.

Second, when the receipts and disbursements are handled and managed by the subsidiary organizations, the total assets and total equity of such units may be reported separately by the Section on its Balance Sheet (Figure 4, Form - IIOB). When this procedure is used, the Section may find it convenient and desirable to have the subsidiary organizations submit an annual financial report to the Section. Forms - IIOA and IIOB may be locally adapted for this purpose. Copies of such reports should be included in this report following the Section's Financial Report.

2.1.2 Audit of Section Financial Statements	Yes	No
The Section's financial statements are periodically audited by an independent auditing firm		X
Frequency of audit (annual, bi-annual)		
Describe composition or qualifications of Auditor or Auditing Committee:		

2.1.3 Budget	Yes	No
This Section prepares a budget itemizing anticipated receipts and disbursements	X	
Responsibility for preparing the budget belongs to (Position, Committee, etc.):		
	Yes	No
The budget is officially approved	X	
By (Position, Committee, etc.): Board of Directors		

2.1.4 Periodic Financial Reports	Yes	No
Financial reports are periodically presented to the Section membership		X
Frequency:		
Form of presentation:		

2.1.5 Handling of Funds
Authorization to obligate Section Funds belongs to (Title or Position): Board
Authorization to disburse Section Funds belongs to (Title or Position): Treasurer

2.1.6 Bonding	Yes	No
Persons authorized to handle Section monies are bonded		X
Describe type, amount and cost of bonds in effect (theft, fidelity, etc.):		

2.1.7 Operation of Subsidiary Organizations		
The following subsidiary organizations handle their financial operations separate from the Section-Treasurer's activities: (Please list organization(s))	Charge dues in addition to Section dues?	
	Yes	No
SEI New Orleans Branch		X

2.1.8 SECTION MEMBERSHIP/DUES REPORT						
Note: DO NOT complete this information if ASCE National collects dues for your Section. Complete ONLY IF your Section collects its own dues, or has collected a portion of dues directly.						
MEMBERSHIP		DUES				
Membership Grades		Number assigned to Section as of September 30 A	Section dues amount per person B	Number of Assigned Members Paying Dues C	Dues Collected D(=BxC)	% Assigned Members Paying Section Dues C/Ax100
Associate Member	AM		\$			
Member	M		\$			
Fellow	F		\$			
Affiliate	AF		\$			
Student Member	SM		\$			
TOTAL	XX	1.	XXXXXXXX	4.		
Life Member	LM	2.		XXXXXXXX		XXXXXXXX
Total assigned members minus life members. (Item 1 minus item 2)		3.	XXXXXXXX	XXXXXXXX		XXXXXXXX
% of Assigned Members less Life Members paying Sect. Dues = Item 4 x 100 – Item 3 = %						

2.2 Statement of Cash Receipts and Cash Disbursements [Figure 3] October 1, 2007 to September 30, 2008		
CASH RECEIPTS	\$ BUDGET	\$ ACTUAL
Section Dues		
Society Allotments	\$1200	\$1536.96
Interest Income	\$320	
Dividend Income		
Contributions, Gifts *		
Grants		
Assessments		
Publication Sales		
SPAG	\$4500	\$3800
Advertising Income		
Local Societies (SEI)	\$15,000	
Dinners & Luncheons	\$5,000	\$14,670
ASCE Conferences	\$10,000	\$10,000
Educational Courses		
Miscellaneous		
Sub-Total		
Sale of Securities	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
Total Cash Receipts	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	\$30,006.96

* NOTE: Contributions [individual or corporate] over \$5,000.00 MUST be itemized.

CASH DISBURSEMENTS	\$ BUDGET	\$ ACTUAL
Local Societies		
Dinners & Luncheons	\$5,000	\$14,375.41
ASCE Conferences	\$9,000	\$5,543.56
Educational Courses		
Miscellaneous	\$200	\$383.90
Contributions, Gifts, Grants Paid	\$1,850	\$1,350.00
Fees Paid for Raising Contributions, Gifts, Grants		
Stationery & Office Supplies		
Postage	\$1,500	\$2,449.17
Telephone		
Newsletter & Year Book		
General Printing (Excluding Advertising)		
Meetings	\$2,000	\$847.11
Branches		
Younger Member Activities	\$600	\$228.92
Student Activities	\$2,000	\$2,315.00
Secretarial Services (Non Employee)		
Section Officer Honorarium		
Official Travel		
Committee Expense	\$16,500	
ASCE Council/Region		
Insurance		
Administrative Staff Salaries		
F.I.C.A. Taxes (Social Security)		
Rent		
Financial & Legal Advice		
Lobbying *		
Spag	\$7,500	\$5,880.00
Awards	\$500	\$640.49
ADVERTISING EXPENSE		
Printing		
Promotion	\$5,000	\$3,007.50
Commissions		
Postage		
Supplies		
Advertising Salaries		
Sub-Total		
Purchase of Securities	XXXXXXXXXXXXXXXXXX	
Total Cash Disbursements	XXXXXXXXXXXXXXXXXX	\$37,021.06
Net Increase (Decrease) in Cash (Receipts – Disbursements)	XXXXXXXXXXXXXXXXXX	(\$7,014.10)
Cash on Hand September 30, 2007**	XXXXXXXXXXXXXXXXXX	\$13,227.41
Cash at September 30, 2008	XXXXXXXXXXXXXXXXXX	\$6,213.31

*Lobbying means attempting to influence legislation. This includes contacting any member of a legislative body or any government employee or official that can participate in the legislative process, or urging the public to contact any such person, for the purpose of proposing, supporting, or opposing legislation, or advocating the adoption or rejection of legislation. Legislation includes any action by Congress, any state legislature, any local council or similar governing body, or by the public in a referendum, initiative, constitutional amendment or similar procedure.

** NOTE: This figure should be identical to that submitted as Cash on Hand [year-end balance] in the previous year's Annual Report.

2.4 BALANCE SHEET - As of September 30, 2008

ASSETS		NET ASSETS	
Cash in bank and on hand	\$6,213.31	Unrestricted net assets	\$6,213.31
Securities (at cost)	\$10,964.97		
Furniture & equipment			
Building			
Land			
Trust funds		Net Assets Restricted for Prizes, Awards & Trust Funds	
SUBTOTAL ASSETS	\$17,178.28	SUBTOTAL NET ASSETS	\$17,178.28
Total Assets Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)		Total Equity Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	
Dues Receivable at end of current Fiscal Year amounted to:		Total of unpaid bills at the end of the current Fiscal Year amounted to approximately:	
TOTAL ASSETS	\$17,178.28	TOTAL NET ASSETS	\$17,178.28

NOTE: Total Assets must equal Total Net Assets

2.5 SECURITIES

Securities Held at September 30, 2008

U.S. Government Securities:		
Principal Amount	Type	Cost
Corporate Bonds or Bond Mutual Funds:		
Principal Amount	Name	Cost
Stock or Stock Mutual Funds:		
Number of Shares	Name	Cost

3.0 SUBSIDIARY ORGANIZATIONS

3.1 Branches and Other

How many Branches and other organizations are there within the jurisdiction of the Section? One (1)

4.0 SECTION ACTIVITIES

Please list activities, other than routine monthly meetings, ie: Community or Public Service Projects, Legislative Activities, Public Awareness events:

1. Sponsor the Louisiana Engineering Society (LES) annual Mathcounts event. ASCE members also volunteered to judge the event.
2. Sponsored 10 awards at the Greater New Orleans Science Fair for 1st, 2nd & 3rd place prize winners in engineering and 1st and 2nd place winners in structural engineering for both Junior and Senior Divisions. Branch President and SEI Branch Chair personally presented the awards.
3. Created a billboard to promote Civil Engineering and ASCE utilizing a SPAG.
4. Recognized outstanding branch members in an award ceremony for outstanding civil engineer, outstanding young civil engineer, outstanding government civil engineer, lifetime achievement and recognized new life members.
5. Sponsored a Kid's Booth at the annual New Orleans Jazz and Heritage Festival (Jazzfest).
6. Sponsored the annual joint fall two day conference with ACI in Kenner, LA with attendance at approximately 650 local engineers.
7. Held 6 branch luncheons to provide continuing education opportunities to our members.
8. Held five structures technical sessions to provide continuing education opportunities to our members in the area of structures.
- 9.
- 10.
- 11.
- 12.



American Society of Civil Engineers

2007-2008
ASCE SECTION
ANNUAL
REPORT



Shreveport Branch

ANNUAL REPORT

(Guidelines and Suggested Format)

For the Fiscal Year October 1, 2007 through September 30, 2008

TRANSMITTAL	Report Prepared by:		
Oct. 30, 2008	Rusty L. Cooper, P.E.	Past President	
Distribution Information*	Copies of this report have been distributed by the Section to:	Yes	No
	ASCE District Director/Region Board Chair		x
	Subsidiary Branch Secretaries		x
	Section File	x	

*NOTE

The original of this report is to be submitted by the Section so that it will be **received** by the Geographic Services Department, ASCE Headquarters, 1801 Alexander Bell Drive, Reston, VA 20191-4400, **not later than November 30, 2008**

GENERAL INFORMATION

Consolidated Annual Reports of Section Activities and Finances are required to be submitted in accordance with the provisions of Society Bylaws, Article 9.5.2.5. Annual Section Reports are due at the Society Headquarters not later than November 30. Reports are to cover the Society's twelve month fiscal year starting on October 1 and ending September 30.

REMINDER

Receipt of the complete Annual Report is a prerequisite to the payment of the Society's annual allotment to each Section.

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4.0 Section Activities.....	8
5.0 Addenda	
Please attach the following with your Section's Annual Report:	
5.1 A current copy of the Section Constitution and Bylaws	
5.2 A current copy of the Branch Bylaws, if applicable	

1.0 ORGANIZATION		
1.1	Officers are elected during the month of	May
	Officers officially take office during the month of	September
1.2	Please indicate personnel serving during this fiscal year:	
	Term of Office (Month/Year to Month/Year)	05/07-09/08
	Rusty L. Cooper, P.E.	President
	Todd E. Henry, P.E.	President-Elect
	Daniel Thompson, E.I.	Treasurer
1.3	Personnel elected to hold office during the next fiscal year are:	
	Term of Office (Month/Year to Month/Year)	05/08-09/09
	Todd E. Henry, P.E.	President
	Daniel Thompson, E.I.	President-Elect
	Patrick Furlong, E.I.	Treasurer

2.0 FINANCE AND MEMBERSHIP

2.1 FINANCIAL OPERATIONS

2.1.1 Reporting Section Subsidiary Organizations

The Annual Financial Report of the Section shall include a consolidation of the concurrent financial operations of all subsidiary local organizations (Branches, Technical Groups, Forums, Committees, etc.) which may or may not have separate treasuries. If any Student Organization is using your tax number, their finances must also be included in your consolidation. This reporting may be done in two ways, or by a combination of both:

First, the itemized receipts, disbursements and assets of subsidiary local organizations may be included integrally with the Section statement of cash receipts and expenditures and budget comparison (Figure 3, Form - IIOA). This procedure would be preferable where the receipts and disbursements of the respective subsidiary organizations are handled and managed by the Section.

Second, when the receipts and disbursements are handled and managed by the subsidiary organizations, the total assets and total equity of such units may be reported separately by the Section on its Balance Sheet (Figure 4, Form - IIOB). When this procedure is used, the Section may find it convenient and desirable to have the subsidiary organizations submit an annual financial report to the Section. Forms - IIOA and IIOB may be locally adapted for this purpose. Copies of such reports should be included in this report following the Section's Financial Report.

2.1.2 Audit of Section Financial Statements	Yes	No
The Section's financial statements are periodically audited by an independent auditing firm		X
Frequency of audit (annual, bi-annual)		
Describe composition or qualifications of Auditor or Auditing Committee:		

2.1.3 Budget	Yes	No
This Section prepares a budget itemizing anticipated receipts and disbursements		X
Responsibility for preparing the budget belongs to (Position, Committee, etc.):		
	Yes	No
The budget is officially approved		X

By (Position, Committee, etc.):

2.1.4 Periodic Financial Reports	Yes	No
Financial reports are periodically presented to the Section membership		X
Frequency:		
Form of presentation:		

2.1.5 Handling of Funds
Authorization to obligate Section Funds belongs to (Title or Position): Board
Authorization to disburse Section Funds belongs to (Title or Position): Treasurer

2.1.6 Bonding	Yes	No
Persons authorized to handle Section monies are bonded		X
Describe type, amount and cost of bonds in effect (theft, fidelity, etc.):		

2.1.7 Operation of Subsidiary Organizations		
The following subsidiary organizations handle their financial operations separate from the Section-Treasurer's activities: (Please list organization(s))	Charge dues in addition to Section dues?	
	Yes	No

--	--	--

2.1.8 SECTION MEMBERSHIP/DUES REPORT						
Note: DO NOT complete this information if ASCE National collects dues for your Section. Complete ONLY IF your Section collects its own dues, or has collected a portion of dues directly.						
MEMBERSHIP		DUES				
Membership Grades		Number assigned to Section as of September 30 A	Section dues amount per person B	Number of Assigned Members Paying Dues C	Dues Collected D(=BxC)	% Assigned Members Paying Section Dues C/Ax100
Associate Member	AM		\$			
Member	M		\$			
Fellow	F		\$			
Affiliate	AF		\$			
Student Member	SM		\$			
TOTAL	XX	1.	XXXXXXXX	4.		
Life Member	LM	2.		XXXXXXXXXX		XXXXXXXXXX
Total assigned members minus life members. (Item 1 minus item 2)		3.	XXXXXXXX	XXXXXXXXXX		XXXXXXXXXX
$\% \text{ of Assigned Members less Life Members paying Sect. Dues} = \text{Item 4} \times 100 - \text{Item 3} = \%$						

2.2 Statement of Cash Receipts and Cash Disbursements [Figure 3] October 1, 2007 to September 30, 2008

CASH RECEIPTS	\$ BUDGET	\$ ACTUAL
Section Dues		
Society Allotments		\$404.67
Interest Income		\$111.09
Dividend Income		
Contributions, Gifts *		
Grants		
Assessments		
Publication Sales		
SPAG		
Advertising Income-Newsletter Business Card Ads		\$780.00
Local Societies		
Dinners & Luncheons		\$2,040.00
ASCE Conferences		
Educational Courses		
Golf Tournament		\$5,815.00
Region 5 Workshop		\$1,188.68
Sub-Total		\$10,339.44
Sale of Securities	XXXXXXXXXXXXXXXXXXXXXXXXXX	
Total Cash Receipts	XXXXXXXXXXXXXXXXXXXXXXXXXX	\$10,339.44

* NOTE: Contributions [individual or corporate] over \$5,000.00 MUST be itemized.

CASH DISBURSEMENTS	\$ BUDGET	\$ ACTUAL
Local Societies		
Dinners & Luncheons		\$2,759.99
ASCE Conferences		
Educational Courses		
Golf Tournament		\$6,018.66
Christmas Party		\$125.00
Dr. Price Banquet		\$1,013.47
Region 5 Workshop Expenses		\$1,954.13
Contributions, Gifts, Grants Paid (Two Louisiana Tech Scholarships, LaTech Concrete Canoe, Dr. Price Professorship)		\$5,000.00
Fees Paid for Raising Contributions, Gifts, Grants		
Stationery & Office Supplies (Bank checks, bank fees, food drive boxes)		\$72.43
Postage		\$48.00
Telephone		
Newsletter & Year Book		
General Printing (Excluding Advertising)		
Meetings – Officer’s planning lunches		\$99.19
Branches		
Younger Member Activities		
Student Activities		
Secretarial Services (Non Employee)		
Section Officer Honorarium		
Official Travel – Ali Travel Expenses		\$345.46
Committee Expense		
ASCE Council/Region		
Insurance		
Administrative Staff Salaries		
F.I.C.A. Taxes (Social Security)		
Rent – P.O. box		\$53.00
Financial & Legal Advice		
Lobbying *		
ADVERTISING EXPENSE		
Printing		
Promotion		
Commissions		
Postage		
Supplies		
Advertising Salaries		
Sub-Total		\$17,489.33
Purchase of Securities	XXXXXXXXXXXXXXXXXXXX	
Total Cash Disbursements	XXXXXXXXXXXXXXXXXXXX	\$17,489.33
Net Increase (Decrease) in Cash (Receipts – Disbursements)	XXXXXXXXXXXXXXXXXXXX	(\$7,149.89)
Cash on Hand September 30, 2007**	XXXXXXXXXXXXXXXXXXXX	\$29,539.91
Cash at September 30, 2008	XXXXXXXXXXXXXXXXXXXX	\$22,390.02

*Lobbying means attempting to influence legislation. This includes contacting any member of a legislative body or any government employee or official that can

participate in the legislative process, or urging the public to contact any such person, for the purpose of proposing, supporting, or opposing legislation, or advocating the adoption or rejection of legislation. Legislation includes any action by Congress, any state legislature, any local council or similar governing body, or by the public in a referendum, initiative, constitutional amendment or similar procedure.

**** NOTE:** This figure should be identical to that submitted as Cash on Hand [year-end balance] in the previous year 's Annual Report.

2.4 BALANCE SHEET - As of September 30, 2008

ASSETS		NET ASSETS	
Cash in bank and on hand	\$22,390.02	Unrestricted net assets	\$22,390.02
Securities (at cost)			
Furniture & equipment			
Building			
Land			
Trust funds		Net Assets Restricted for Prizes, Awards & Trust Funds	
SUBTOTAL ASSETS	\$22,390.02	SUBTOTAL NET ASSETS	\$22,390.02
Total Assets Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)		Total Equity Subsidiary Organizations (Branches, Technical Groups, Forums, Committees, etc.)	
Dues Receivable at end of current Fiscal Year amounted to:		Total of unpaid bills at the end of the current Fiscal Year amounted to approximately:	
TOTAL ASSETS	\$22,390.02	TOTAL NET ASSETS	\$22,390.02

NOTE: Total Assets must equal Total Net Assets

Shreveport Branch

2.5 SECURITIES

Securities Held at September 30, 2008

U.S. Government Securities:		
Principal Amount	Type	Cost
Corporate Bonds or Bond Mutual Funds:		
Principal Amount	Name	Cost
Stock or Stock Mutual Funds:		
Number of Shares	Name	Cost

3.0 SUBSIDIARY ORGANIZATIONS

3.1 Branches and Other

How many Branches and other organizations are there within the jurisdiction of the Section?

4.0 SECTION ACTIVITIES

Please list activities, other than routine monthly meetings, ie: Community or Public Service Projects, Legislative Activities, Public Awareness events:

1.

2.

3.

4

5.

6.

7.

8.

9.

10.

11.

12.