

TUG 1983 FINANCIAL REPORT WITH COMPARISONS

April 24, 1984

	Actual 1982	Actual 1983	Budget 1984	Actuals through 3/84	Estimated thru 12/84
Income:					
Membership/Subscriptions ^{1,2}					
Individual	\$ 11,935	\$ 13,629	\$ 15,800	\$ 10,283	\$ 17,000
Postage	588	1,358	-0-	-0-	-0-
Institutional Membership ^{1,2}					
Educational	200	5,780	5,500	4,200	5,400
Non-educational	200	3,612	5,000	7,200	9,200
Publications					
Back issue sales ³	2,156	5,094	2,500	3,159	5,500
Other publications ⁴	376	634	500	2,318	3,500
Meetings ^{2,5}					
Summer meeting	11,025	15,209	15,000	2,880	25,000
2-day course	27,018	14,187	15,000	3,015	15,000
5-day course	-0-	-0-	-0-	3,850	40,000
Manufacturers reps' fees	300	450	600	-0-	600
Winter meeting	4,500	-0-	6,000	-0-	-0-
Other					
Videotape sales/rental	2,200	4,998	3,000	480	5,000
Advertising & mailing list sales	-0-	325	500	117	600
Royalties (<i>The TEXbook</i>)	-0-	-0-	1,000	-0-	1,000
Total income	\$ 60,498	\$ 65,276	\$ 70,400	\$ 37,502	\$ 127,800
Expenses:					
TUGboat (2 issues)					
Printing	\$ 2,220	\$ 2,620	\$ 2,596	\$ -0-	\$ 2,640
Postage	1,143	934	944	-0-	1,200
Editorial services	3,460	3,772	3,835	-0-	3,900
Clerical services	180	182	177	-0-	180
Computer expenses	2,100	2,220	2,360	-0-	2,400
Meetings ^{2,5}					
Meeting & 2-day course	4,130	7,311	5,900	209	6,600
5-day course	-0-	-0-	-0-	640	18,000
Winter meeting	2,460	-0-	2,360	-0-	-0-
Other					
Other publications ⁴	225	474	354	668	1,200
ANSI meetings ⁶	2,503	1,280	1,652	-0-	1,680
Legal and tax consulting	-0-	-0-	590	240	1,200
Postage, general mailings	1,335	3,605	2,950	1,266	3,600
Printing back issues ³	-0-	7,953	-0-	-0-	-0-
Printing, other	1,212	426	2,360	947	960
Administrative support ⁷	-0-	12,923	11,800	5,292	14,400
Clerical services	3,120	5,708	6,313	1,026	6,600
Subsidies ⁸	-0-	-0-	1,180	-0-	-0-
Video tape duplication	-0-	2,553	1,180	-0-	2,010
Computer expenses	1,455	4,637	1,770	918	3,600
Programming ⁹	-0-	-0-	3,009	3,816	4,800
Miscellaneous ¹⁰	1,688	1,622	2,360	1,258	2,400
Total expenses	\$ 27,231	\$ 58,220	\$ 53,690	\$ 16,280	\$ 77,370
Summary:					
Balance forward	\$ (8,660)	\$ 24,607	\$ 31,663		\$ 31,663
Income (Actual/Budget/Est.)	60,498	65,276	70,400		127,800
Expenses (Actual/Budget/Est.)	(27,231)	(58,220)	(53,690)		(77,370)
Balance	\$ 24,607	\$ 31,663	\$ 48,373		\$ 82,093

TUG 1983 Financial Report

(Continued from preceding page)

Notes:

All 1983 expense figures include an AMS overhead charge of 21.29%. Except as indicated, these remarks apply to the 1983 year. The 1984 budget was prepared in June 1983 for the July TUG meeting.

1. 1983 ended with a total of 835 memberships/subscriptions: U.S. - 617; Canada & Mexico - 52; Other Foreign - 166. (Beginning in 1984, foreign air mail postage is included in membership/subscription fee.) As of April 24, 1984, there were 762 members/subscribers, including 57 Institutional Members: 28 educational; 29 non-educational (listed on the inside cover of this issue).
2. Publicizing TUG and the TUG Meeting/Course was accomplished through a news release to 19 trade publications, several of which are known to have published the notice, in addition to direct mailings to members and former members.
3. 200 copies of the 8 back issues of TUGboat were reprinted; in addition, 1,600 copies of each 1983 issue were printed, with those in excess of 1983 membership requirements (835) being charged to back issue printing. In 1983 300 back issues were sold and to date in 1984 200, which suggests that back issues will be a good source of income in the future. Outside of new-issue overprinting, it should not be necessary to reprint back issues in 1984 and possibly 1985.
4. 75 copies of Max Díaz's "Fácil T_EX" were sold. In January 1984, Arthur Samuel's "First Grade T_EX" was offered for sale; to date over 200 copies have been sold. In May, Hewlett-Packard's "The HP T_EX Macros" will be available through TUG.
5. 84 individuals attended Michael Spivak's "Introductory AMS-T_EX82 Users Course" and 135 members participated in the summer meeting, both conducted at Stanford University, July 11-15, 1983. Representatives from Autologic, Hewlett-Packard, Imagen and Quality Micro Systems gave presentations. At the time the 1984 budget was prepared, only a short course and summer meeting were planned for 1984 and the fees had not been set. The addition of Arthur Keller's week-long course should increase the 1984 income substantially.
6. Lynn Price represented TUG at the ANSI X3J6 meeting, Boulder, Colorado, in August 1983.
7. The American Mathematical Society made available the services of Ray Goucher in 1981 and 1982 at no charge. Beginning in 1983, the A.M.S. required reimbursement for his time. He manages all the administrative details associated with TUG, including daily income and expense accounting; budgeting and treasurer's reports; coordination of all aspects of meeting preparations, accounting, publicity and advertising, in addition to numerous other details.

He was appointed TUG Business Manager at the Stanford Meeting in July.

8. The Steering Committee made this amount available to the Finance Committee to subsidize travel and membership fees for individuals when appropriate.
9. Reprogramming to improve the functioning of the TUG data base.
10. Postage/express charges, telephone tolls and supplies, plus programmer and clerical services not associated with production of TUGboat.

Respectfully submitted,
Samuel B. Whidden, Treasurer

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**PRELIMINARY PROGRAM
TUG MEETING AND COURSES
AUGUST 1984, STANFORD UNIVERSITY**

The 1984 meeting of the T_EX Users Group will be held at Stanford University, August 15-17, 1984. It will be preceded, on August 13-14, by a short course on document design, and followed by a full-week course, August 20-24, on T_EX for Beginners. Attendance at both courses, particularly the Beginners' course, will be limited. A registration form is being mailed with this issue, and should be returned as soon as possible.

**First Principles of Typographic Design for
Document Production, August 13-14, 1984**

Topics:

Typographic structures in text
Typewriting and typesetting
The typographer's tools
Making text readable
Designing headings: keeping it simple
Laying out the page

The course sets out to establish some basic principles for the typographic design of simple text. The application of these principles to the design of documents, and the implementation of the resulting designs with T_EX, will be discussed.

Richard Southall and Leslie Lamport are the instructors. (Richard Southall, Donald Knuth and Chuck Bigelow presented a course on Metafont programming during the Stanford Spring quarter.)

TUG Summer Meeting, August 15-17, 1984

The principal topics for discussion at the 1984 meeting will be an update on the status of the T_EX82 typesetting system, the WEB system of structured documentation, and the next generation of Metafont.