ACCOMMODATIONS TAX ADVISORY COMMITTEE
STAFF REPORT
Department of Finance & Administration

MEETING DATE: August 18, 2026
SUBJECT: Society of Bluffton Artists: Getting the Word Out Phase 3
PROJECT MANAGER: Jeremy Bullock, Grants Administrator

Summarized below is the application from the Society of Bluffton Artists (SOBA) for Accommodations Tax grant dollars in support of advertising and promotion for the organization's Fiscal Year 2027 expenses from September 1, 2026 – August 31, 2027.

Budget numbers provided herein are based on information conveyed on the required Line-Item Budget Form within the applicant's submission.

Total Budget: **$35,000**
Requested Amount: **$35,000**
Percentage of Request^: **100%**
^Includes up to 100% for Advertising & Promotion plus up to 50% of remaining expenses

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category, per budget form	
Advertising & Promotion of Tourism or Arts and Cultural Events	$35,000	
Facilities for Civic and Cultural Events	-	
Public Facilities	-	
Municipality and County Services	-	*
Tourist Transportation	-	*
Other/Ineligible Project Expenses	170,175	
Total	**$205,175**	

*Reimbursement will be based on the estimated percentage of tourists provided for

Budgeted Expenses Summary:

Advertising & Promotion:
Total Budget: $35,000

- Includes print and digital advertising as well as social media ads, eblasts, mailers, flyers and posters

Other/Ineligible Project Expenses:
Total Budget: $170,175

- Includes rent, operating expenses, utilities, professional fees, supplies, insurance, and maintenance

Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)

Amount Requested	Advertising (15)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Misc. (10)	Total of 40 possible	Comments
$35,000	9	4	5	4	8	30	

Advertising: This request is 100% related to advertising and promotion. Most of the advertising will be done in local publications/media (Local Life, Bluffton/HH Sun, Explore Bluffton, Pink Magazine, Island Events, Bluffton Guide, LowCountry Weekly), digitally (visitbluffton.org, Facebook, Instagram, YELP, YouTube, TripAdvisor, Google My Business) and through the hanging of posters locally and distribution of flyers.

Tourism Draw %: Approximately 67% of gallery visitors are from out of the area for the most recently completed calendar year of 2025.

Benefit to Tourism: SOBA has been a Bluffton presence for 30 years, and in that time has sponsored or participated in local festivals, art walks and events that Old Town Bluffton Merchants Society schedules.

Self-Sufficiency % (Financial Need): The request is approximately 17.1% of SOBA's projected total FY2027 budget of $205,175. Other sources of income include sponsorships, donations, membership fees, judged show entry fees, merchandise sales, the art school and rental income.

Previous Funding Amounts						
Fiscal Year	**Requested Amount**	**% of Budget**	**Advisory Committee Recommendation**	**Town Council Approved**	**Expended**	**Comments**
2026	$40,000	17.6%	$40,000	$40,000	$22,188.99	Expenses September to April to date
2025	$27,000	11.5%	$27,000	$27,000	$23,320.88	Final Report Submitted
2024	$20,000	8%	$20,000	$20,000	$18,740.81	Final Report Submitted
2023	$15,000	50%	$15,000	$15,000	$14,402.49	

Accommodations Tax Committee Recommendations and Comments:

The Committee recommends funding $35,000 for their FY2027 marketing expenses.

Bullock, Jeremy

From:	noreply@civicplus.com
Sent:	Sunday, June 21, 2026 7:28 PM
To:	ATax Communications
Subject:	Online Form Submittal: Accommodations Tax Grant Application

Accommodations Tax Grant Application

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions	Accommodations Tax Grant Application Instructions
Accommodations Tax Grant Application Instructions	I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.
(Section Break)	
Application Date	6/22/2026
Project Name	Getting The Word Out - Part 3
Project/Event Location	Society of Bluffton Artists
Is this a new project or event?	No
Project/Event Start Date:	9/1/2026
Project/Event End Date	8/31/2027
Multi-Year Project/Event?	No

Total Project Costs	35000
Total ATAX Funds Requested	35000
Percent of Total Budget	1000
Date the funds are needed:	9/1/2026
Full Legal Organization Name	Society of Bluffton Artists, Inc
Address	PO Box 1972
Street Address Line 2	*Field not completed.*
City	Bluffton
State	South Carolina
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Is your entity a non-profit organization?	Yes

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Organization Primary Point of Contact

First Name	Karen
Last Name	Richards
Title	President
Phone Number	845-304-4800
E-mail Address	karenrichardsart@gmail.com

(Section Break)

Organization Secondary Point of Contact

First Name	Joy

Last Name	Walker
Title	Treasurer
Phone Number	*Field not completed.*
E-mail Address	joywalkr@yahoo.com

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description:	SOBA will continue to market and advertise for the purpose of promoting tourism in Bluffton Township. We are looking to reach out to local and regional communities to highlight the art and cultural profile of Old Town Bluffton.
List any required permits, if applicable. If none, type “N/A":	n/a
Describe all planned advertising and marketing for this project/event:	SOBA will continue to advertise with local magazines and newspapers. As new publications are identified in the region, we will use them as new vehicles to meet our mission.
Please list all media outlets you intend to utilize for your project/event (i.e. names of magazines, TV and radio stations, etc.):	Local life, Bluffton Sun, Hilton Head Sun, Pink, Island Events, Vacation Planner, Low Country Weekly, Facebook, Instagram, and social media.

All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: Town of Bluffton Brand Standards. The use of the Town’s logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this link. Please allow five (5) business days for approval.

Impact on or Benefit to Tourism:	Our data shows that nearly 67% of our visitors indicate that they are from outside of the Bluffton Township, SPBA will continue to be an integral part to promoting new tourists and promote the Arts and Cultural reputation of Old Town Bluffton.

***"Tourist"* means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.**

***"Travel"* and *"Tourism"* mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.**

Additional Comments:	*Field not completed.*

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

FINANCIAL INFORMATION

To download the Town's required Line-Item Budget Form, click here:

https://www.townofbluffton.sc.gov/DocumentCenter/View/4295/ATAX-Grant-Application-Line-Item-Budget-Form

Download and save the form and hit "Back" in your web browser to return to the application. Once the form is completed, attach it on the following line.

Town's required Line-Item Budget Form:	ATAX Budget form.pdf
Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	Financials for 25and 26.pdf
Financial Guarantee	June Board meeting.pdf

Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.

Please attach Budget vs. Actual statements for prior two years events.	BudgetvsActuals2324.pdf

Please attach Budget vs. Actual statements for prior two years events.	BudgetvsActuals2425.pdf

(Section Break)

Have you requested, received, or been awarded ATAX funding from other state or local entities for this project/event?	No
Have you received or been awarded ATAX funding from other state or local entities for any other project/event?	No

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?	Yes
Project/Event Name	Getting The Word Out Part 2
Year Awarded	2025
Amount Awarded	40000
Was a final report submitted?	No
If no please explain why and indicate when the final report will be submitted.	SOBA's fiscal year begins September 1st ,2025 and ends August 31st, 2026. The final report will be available in September 2026.

What was the event's total attendance	n/a
What was the total number of tourists?	n/a
What was the percentage of tourists?	n/a
(Section Break)	
Please attach a copy of your organization's IRS Designation Letter showing your non-profit status .	SOBA charitable organization.pdf
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	SOBA Business licence.pdf
Additional Application Documents	*Field not completed.*
Additional Application Documents	*Field not completed.*
Additional Application Documents	*Field not completed.*
Additional Application Documents	*Field not completed.*
Additional Comments	*Field not completed.*

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.

Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.

The South Carolina Freedom of Information Act (FOIA) defines a "public body" as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of "public body" as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

Signature	Karen Richards
Signatory's Title or Position	President of Society of Bluffton Artists

State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

Feb 19, 2026

Society of Bluffton Artists
Karen A Richards
PO BOX 1972
BLUFFTON, SC 29910-1972

RE: Registration Confirmation — Charity Public ID: P10294

Dear Karen A Richards :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the “South Carolina Solicitation of Charitable Funds Act.” The registration of your charitable organization will expire on Jan 15, 2027.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4 ½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to $2,000.00.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

Kimberly S. Wickersham
Director, Division of Public Charities

South Carolina Secretary of State, Division of Public Charities
1205 Pendleton Street, Suite 525, Columbia, SC 29201
Phone (803) 734-1790 Fax (803) 734-1604 Email: charities@sos.sc.gov www.sos.sc.gov

ATTACHMENT 5

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION - REGISTRATION STATEMENT FOR A CHARITABLE ORGANIZATION

DRAFT

Legal Name of Organization	Society of Bluffton Artists
Charity Public ID	P10294
Federal Employer Identification Number	74-3012888

[ ] Initial Registration [X] Renewal

[X] Online Application [ ] Paper Application

General Information:

Current fiscal year end:	8/31/2026
Organization's web site:	www.sobagallery.com
Name of person submitting filing:	Karen Richards
Date Organization Established:	7/12/1994
State Organization Established:	South Carolina
IRS Tax Exempt:	Yes
Purpose Statement:	Local artists' guild; community art education and awareness

Eligibility:

Question	Additional Notes	Answer
■ Select "Yes" if you are filing a Registration Statement for a Charitable Organization. If you would like to submit an Application for Registration Exemption, select "No" and a short interview will guide you through the application process.		Yes

Has organization been subject of legal or administrative action?	No
Do you intend to attach a document?	No
Description:	

Have organization's officers been subject of criminal conviction?	No
Do you intend to attach a document?	No
Description:	

Are organization's officers related to one another?	No
Do you intend to attach a document?	No
Description:	

Are organization's officers related to professional fundraisers?	No
Do you intend to attach a document?	No
Description:	

Registered Agent Information:

Agent Name:	Karen Richards
Address:	10 MOORPARK CT, BLUFFTON, SC 29910-4531

Organization Address:

Address Type:	Physical
Address:	6 CHURCH ST, BLUFFTON, SC 29910-7027

ATTACHMENT 5

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION - REGISTRATION STATEMENT FOR A CHARITABLE ORGANIZATION

DRAFT

Legal Name of Organization: **Society of Bluffton Artists**
Charity Public ID: **P10294**
Federal Employer's Identification Number: **74-3012888**

Contact Information:

Contact Name: Karen A Richards Richards
Title: President
Address: PO BOX 1972, BLUFFTON, SC 29910-1972
Phone: (845) 304-4800
Fax:
E-mail: sobatreasurer2425@gmail.com

CEO Information:

CEO Name: Karen Richards
Address: 10 MOORPARK CT, BLUFFTON, SC 29910-4531
Phone: (843) 304-4800

CFO Information:

CFO Name: Nancy Huson
Address: 16 Strandhill Ave., Bluffton, SC 29910
Phone: (843) 368-6578

Organization Solicited Contribution Purpose:

- A - ARTS, CULTURE & HUMANITIES

Offices in South Carolina:

- 6 CHURCH ST BLUFFTON SC 29910-7027

Board Members Information:

Intend to attach a List? No

Name	Title	Address	Phone
Patricia Diemand	Board Member	PO BOX 1972, BLUFFTON, SC 29910-1972	
Joy Walker	Vice President	PO BOX 1972, BLUFFTON, SC 29910-1972	
Nancy Huson	Treasurer	16 STRANDHILL AVE, BLUFFTON, SC 29910-7821	
Anne Hyde	Board Member	PO BOX 1972, BLUFFTON, SC 29910-1972	
Maria Nori Lucci	Secretary	336 DAWNBROOK CT, OKATIE, SC 29909-1023	
Karen Richards	President	PO BOX 1972, BLUFFTON, SC 29910-1972	(845) 304-4800
Theresa King	Board Member	155 OAKESDALE DR, OKATIE, SC 29909-7819	
Cathy Thiem	Secretary	PO BOX 1972, BLUFFTON, SC 29910-1972	

Chapter / Branch / Affiliate Information:

Name	Address

Governmental Authority Information:

Professional Fundraisers Contracted With:

Organization uses PFR's: No
Intend to attach a List? No

Name	Address	Phone

ATTACHMENT 5

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION - REGISTRATION STATEMENT FOR A CHARITABLE ORGANIZATION
DRAFT

Legal Name of Organization: Socicty of Bluffton Artists
Charity Public ID: P10294
Federal Employer's Identification Number: 74-3012888

Doing Business As:

Attached Documents:

Document Type	Description	Filename
Letter of Determination of Tax Exemption Status	See Attached Filing	AlreadyOnFile.pdf

Certification

Application Certified by CEO? Yes
Application Certified by CFO? No
Application Certified by Authorized Third Party? Yes

Third Party Certification

I, Karen Richards, filing on behalf of the charitable organization, certify that the information furnished in this application and all attached supplementary information is true and correct to the best of my knowledge, information and belief. I understand the giving of false or incorrect information may constitute a misdemeanor carrying a penalty upon conviction, for a first offense, of not more than one thousand dollars or imprisonment for not more than thirty days, and for a second or any subsequent offense a fine of not more than five thousand dollars or imprisonment for not more than one year, or both.

Receipt

C10294 - Society of Bluffton Artists

Payment has been received.

You may print this page now for your records.

Your confirmation number is:

Organization Name:	Society of Bluffton Artists
Confirmation Number:	Z55675987
Payment Date:	2/6/2026
Transaction Amount:	$50.00
* SC.gov Total Amount:	$51.85

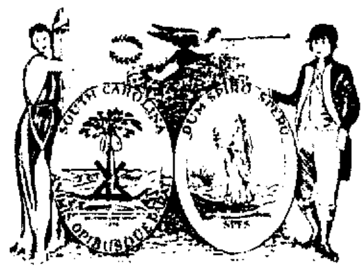
* This online service is provided by SC.GOV, a third party, working under a contract administered by the South Carolina Department of Administration, Office of Technology and Information Services. The online price of items or services purchased through SC.GOV, the state's official Web portal, includes funds used to develop, maintain, enhance and expand the service offerings of the state's portal.

Return to Dashboard →

ORIGINAL ON FILE WITH RICHARD
FRASER + ALLEN LLC
ATTORNEYS AT LAW
843-785-3311

ATTACHMENT 5

The State of South Carolina



Office of Secretary of State Jim Miles

Certificate of Incorporation, Nonprofit Corporation

I, Jim Miles, Secretary of State of South Carolina Hereby certify that:

SOCIETY OF BLUFFTON ARTISTS THE,

a nonprofit corporation duly organized under the laws of the state of South Carolina on **August 27th, 2001**, and having a perpetual duration unless otherwise indicated below, has as of the date hereof filed a Declaration and Petition for Incorporation of a nonprofit corporation for Religious, Educational, Social, Fraternal, Charitable or other eleemosynary purpose.

Now, therefore, I Jim Miles, Secretary of State, by virtue of the authority in me vested, by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

Given under my Hand and the Great Seal of the State of South Carolina this 28th day of August, 2001.

Jim Miles

Jim Miles, Secretary of State

ATTACHMENT 5

State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

12/10/2024

Society of Bluffton Artists
Jeanne Francisco
PO BOX 1972
BLUFFTON, SC29910-1972

C 10294

RE: Registration Confirmation

Charity Public ID: P10294

Dear Jeanne Francisco :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the "South Carolina Solicitation of Charitable Funds Act." The registration of your charitable organization will expire on 1/15/2026.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to $2,000.00.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

K. Wickersham

Kimberly S. Wickersham
Director, Division of Public Charities

South Carolina Secretary of State, Division of Public Charities
1205 Pendleton Street, Suite 525, Columbia, SC 29201
Phone (803) 734-1790 Fax (803) 734-1604 Email: charities@sos.sc.gov www.sos.sc.gov

TOWN OF BLUFFTON

TOWN OF BLUFFTON -

Expires:04/30/2027

License No. 26-04-5858

Date Issued: 04/21/2026

NAICS Title: Art Dealers

Business Name: Society of Bluffton Artists, The

Business DBA Name: Society of Bluffton Artists, The

Business Type:

Art Dealers
(NO INDOOR CLASSES OR ASSEMBLY)

Physical Address:

7 CHURCH ST
BLUFFTON SC
29910

NON-TRANSFERABLE | TO BE PLACED IN A CONSPICUOUS PLACE

Section 6-21 Purpose and Duration of Business License

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

SOBA Treasurer
SOBA
7 Church St
Bluffton, SC 29910

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

REVENUES

Revenues - Cash

Sponsorships	$ 2500
Donations	$ 2600
ATAX Grants/Funding from Other Entities*	$ 30,000

** Do **NOT** include anticipated award funds requested in this application*

Other Grants (please name):	$
Other Grants (please name):	$
Other Grants (please name):	$
Vendor Fees	$
Registration Fees	$
Other Fees (please name): Membership Fees	$ 22000
Other Fees (please name): Judged Show Entry Fees	$ 3300
Mercandise Sales	$ 125500
Other Sales (please name): High School Art Sales	$ 500
Other Sales (please name):	$
Other Revenue (please name): Art School	$ 30000
Other Revenue (please name): Art School Rental	$ 900

Revenues - In-Kind Contributions

Volunteer Hours	$
Donated Items	$
Donated Services	$
Other (please name):	$
Other (please name):	$
Other (please name):	$

Total All Revenue Sources:	**$** 217,300

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Advertising & Promotion of Tourism or Arts and Cultural Events	
Local Newspaper/Digital Advertising	$ 8500
Regional Newspaper/Digital Advertising	$
National Newspaper/Digital Advertising	$
Local Magazine/Digital Advertising	$ 9900
Regional Magazine/Digital Advertising	$ 3000
National Magazine/Digital Advertising	$
Local Radio Advertising	$
Regional Radio Advertising	$
National Radio Advertising	$
Local Television Advertising	$
Regional Television Advertising	$
National Television Advertising	$
Billboards	$
Social Media Advertising	$ 3000
E-mail and/or Text Blasts	$ 600
Postcards/Mailers	$ 400
Posters/Banners/Signage	$ 600
Graphic Design of Marketing/Writing or Press Releases	$ 9000
Web Hosting for **Event** (not organization)	$
Other (please name):	$
Other (please name):	$
Other (please name):	$
Other (please name):	$
Other (please name):	$
Total Advertising/Promotion Budget:	$ 35000
Facilities for Civic and Cultural Events	
Rentals: Venue(s)	$
Rentals: Parking Lots	$
Rentals: Tables, Chairs, Stages, Tents	$
Rental: Sound, Audio Equipment	$
Construction/Renovations/Repairs of Buildings/Facilities	$
Other (please name):	$
Other (please name):	$
Other (please name):	$
Total Facilities Budget:	$ 0

revised 2.24.2026

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Tourist Transportation	
Company Name:	$
Company Name:	$
Total Transportation Budget:	$ 0
Public Facilities	
Temporary/Portable Restrooms	$
Dumpster Rental/Trash Hauling	$
Construction of Permanent Restrooms	$
Construction of Parks	$
Construction of Parking Lots	$
Other (please name):	$
Other (please name):	$
Total Public Facilities Budget:	$ 0
Municipality and County Services	
Security Provided by Bluffton Police Department	$
Security **NOT** Provided by Bluffton Police Department	$
Total Municipality/County Services Budget:	$ 0
Operations *(only applicable to Visitor Centers and/or Cultural Centers/Museums)*	
Marketing/Advertising	$
Utilities *(electric, gas, water, phone service, internet, etc.)*	$
Subscriptions *(not related to marketing/advertising services)*	$
Supplies *(office, janitorial, etc.)*	$
Facility Maintenance *(i.e. cleaning, pest control, landscaping, etc.)*	$
Minor Repairs	$
Other (please name):	$
Other (please name):	$
Other (please name):	$
Other (please name):	$
Total Operations Budget:	$ 0
Total ALL ATAX Eligible Expenses:	**$** 35000

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Other/Ineligible Expenses

Applicants should list all other project/event expenses that are not eligible for ATAX funds and not listed above.

Item	Amount
Cost of Goods sold	$ 103275
Accounting and Professional Fees	$ 7500
Rent	$ 39600
Office and Operating Supplies	$ 6000
Utilities	$ 5500
Judged show expense	$ 4400
Insurance	$ 1500
landscape	$ 2400
	$
	$
	$
	$

Total of Other/Ineligible Expenses: $ 170175

Total Project/Event Budget *(all eligible ATAX categories + Ineligible Expenses)*: $ 205175

Total Project/Event Profit or Loss *(Total Revenue minus Total Project/Event Budget)*: $ 12,125

Society of Bluffton Artists

Profit and Loss

September 1, 2025-May 31, 2026

	TOTAL
Income	
Art Sales - Main Gallery	90,453.08
Art Sales - Student	580.00
Art School Income	25,150.50
Art School Rent Income	405.00
Bluffton A-Tax	20,772.56
Capital Campaign	21,353.00
Capital Campaign - art donations	1,047.00
Capital Campaign - SOBA LOGO	750.00
Donation - Betty Hintz	2,789.00
Donation - Rose Hill Polo Event	260.00
Donations McCracken Scholarship Fund - restricted	2,107.67
Donations - unrestricted funds	1,543.33
Fundraiser - Art Re-Market	2,131.16
Fundraiser - Raffle	385.00
Holiday Boutique	10,545.00
Interest income	1,046.40
Membership Dues	4,750.00
Other Income	2,995.91
Total for Income	**$189,064.61**
Cost of Goods Sold	
Art Class Expense	$81.75
Art Teacher expense	13,850.34
Total for Art Class Expense	**$13,932.09**
Artist Commissions	65,033.55
Artist Commissions - Student	580.00
Total for Cost of Goods Sold	**$79,545.64**
Gross Profit	**$109,518.97**
Expenses	
Accounting & Professional Fees	4,539.74
Advertising & Marketing	32,267.47
Bank charge	97.40
Board/Volunteer Development	552.55
CC, Disc, & Paypal Charges	205.96
Community Events	612.76
Dues & subscriptions	488.00
Featured Artist Program	400.00
Insurance	1,568.00
Janitorial Services	320.00
Landscaping Expense	3,500.00
Postage	210.60
Printing & Signage	77.35
Rent - Art School	9,905.00
Rent - Main Gallery	27,688.50
Repair & Maintenance	996.50

Society of Bluffton Artists

Profit and Loss

September 1, 2025-May 31, 2026

	TOTAL
Square Fees	4,484.12
Supplies, Office & Operating	5,743.80
Taxes & Licenses	101.85
Telephone / Internet	1,572.77
Unapplied Cash Bill Payment Expense	0.00
Utilities - Electric	1,830.35
Utilities - Water	466.10
Total for Expenses	**$97,628.82**
Net Operating Income	**$11,890.15**
Other Expenses	
Capital Campaign Expense	1,679.58
Total for Other Expenses	**$1,679.58**
Net Other Income	**-$1,679.58**
Net Income	**$10,210.57**

Society of Bluffton Artists

Balance Sheet

As of May 31, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
McCracken Scholarship Fund	3,965.97
Operating Account	20,963.77
Polhemus Fund	14,576.00
Society of Bluffton Artists - savings account	100.00
Youth Outreach Fund	4,646.83
Total for Bank Accounts	**$44,252.57**
Other Current Assets	
South Atlantic Bank CD (11 mos)	115,006.41
Undeposited Funds	0.00
Total for Other Current Assets	**$115,006.41**
Total for Current Assets	**$159,258.98**
Fixed Assets	
Accumulated Depreciation	-24,509.68
Building Improvements	$34,008.75
HVAC	6,848.00
Total for Building Improvements	**$40,856.75**
Fixed Assets	2,268.00
Furniture and Fixtures	6,012.59
Landscaping	4,587.92
Office Equipment	1,955.16
Total for Fixed Assets	**$31,170.74**
Total for Assets	**$190,429.72**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Gift certificate	1,193.00
South Carolina Department of Revenue Payable	618.48
Total for Other Current Liabilities	**$1,811.48**
Total for Current Liabilities	**$1,811.48**
Total for Liabilities	**$1,811.48**
Equity	
Retained Earnings	178,407.67
Net Income	10,210.57
Total for Equity	**$188,618.24**
Total for Liabilities and Equity	**$190,429.72**

ATTACHMENT 5

Society of Bluffton Artists

Profit and Loss

September 1, 2024-August 31, 2025

	TOTAL
Income	
Art Sales - Main Gallery	115,341.20
Art Sales - Satellite Galleries	975.00
Art Sales - Student	1,005.00
Art School Income	33,415.10
Art School Rent Income	1,205.00
Bluffton A-Tax	30,955.16
Donations McCracken Scholarship Fund - restricted	2,000.00
Donations - unrestricted funds	1,680.06
Fundraiser - Art Re-Market	3,030.50
Fund Raiser - SCAD Tour	495.00
Holiday Boutique	9,250.00
Interest income	6,415.11
Judged Show Entry Fees	3,350.00
Judged Show Sponsorship	1,100.00
Membership Dues	25,950.00
Other Income	-401.96
SOBA BYOB BBQ	1,620.00
Total for Income	**$237,385.17**
Cost of Goods Sold	
Art Class Expense	$767.00
Art Teacher expense	22,870.86
Total for Art Class Expense	**$23,637.86**
Artist Commissions	81,208.50
Artist Commissions - Student	870.00
Total for Cost of Goods Sold	**$105,716.36**
Gross Profit	**$131,668.81**
Expenses	
30th Anniversary Expenses	17.73
Accounting & Professional Fees	7,418.52
Advertising & Marketing	35,268.71
Bank charge	2,710.10
Board/Volunteer Development	520.50
CC, Disc, & Paypal Charges	417.06
Charitable Contributions	103.63
Community Events	795.33
Dues & subscriptions	539.85
Featured Artist Program	400.00
Insurance	1,440.00
Interest	39.95
Janitorial Services	1,440.00

Society of Bluffton Artists

Profit and Loss

September 1, 2024-August 31, 2025

	TOTAL
Judged Show expenses	$248.59
Judged show - Advertising/Promotion	678.08
Judged show awards	3,850.00
Judged Show Honorarium	250.00
Total for Judged Show expenses	**$5,026.67**
Landscaping Expense	2,429.92
Postage	278.34
Printing & Signage	112.13
Rent - Art School	21,502.00
Rent - Main Gallery	23,325.00
Repair & Maintenance	248.62
Scholarship Program	19.95
Scholarships Paid	6,000.00
SOBA BBQ expense	1,205.74
Square Fees	5,555.91
Supplies, Office & Operating	3,744.72
Telephone / Internet	2,023.88
Unapplied Cash Bill Payment Expense	0.00
Utilities - Electric	3,790.96
Utilities - Water	694.74
Total for Expenses	**$127,069.96**
Net Operating Income	**$4,598.85**
Net Income	**$4,598.85**

ATTACHMENT 5

Society of Bluffton Artists

Balance Sheet

As of Aug 31, 2025

	TOTAL
Assets	
Current Assets	
Bank Accounts	
McCracken Scholarship Fund	1,802.30
Operating Account	14,017.92
Polhemus Fund	14,600.00
Youth Outreach Fund	4,646.83
Total for Bank Accounts	**$35,067.05**
Other Current Assets	
South Atlantic Bank CD (11 mos)	113,969.96
Undeposited Funds	0.00
Total for Other Current Assets	**$113,969.96**
Total for Current Assets	**$149,037.01**
Fixed Assets	
Accumulated Depreciation	-24,509.68
Building Improvements	$34,008.75
HVAC	6,848.00
Total for Building Improvements	**$40,856.75**
Fixed Assets	2,268.00
Furniture and Fixtures	6,012.59
Landscaping	4,587.92
Office Equipment	1,955.16
Total for Fixed Assets	**$31,170.74**
Total for Assets	**$180,207.75**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Gift certificate	1,193.00
South Carolina Department of Revenue Payable	607.08
Total for Other Current Liabilities	**$1,800.08**
Total for Current Liabilities	**$1,800.08**
Total for Liabilities	**$1,800.08**
Equity	
Retained Earnings	173,808.82
Net Income	4,598.85
Total for Equity	**$178,407.67**
Total for Liabilities and Equity	**$180,207.75**

SOBA Board of Directors Meeting
June 15, 2026 – 10am to 12pm
SOBA Art School – 7 Church Street, Old Town Bluffton

Executive Directors: Karen Richards, Joy Walker (Nancy Huson – not in attendance, Nori Lucci – resigned from Board)

Directors: Pat Diemand, Ann Hyde, Ginny Cassidy (Cathy Thiem and Terri King – not in attendance)

Meeting Started: 10:10 AM

Secretary Report – Secretary resigned – May Minutes were submitted by President for approval. All Approved.

President's Report – Karen Richards

- Secretary Nori Luci has resigned, leaving the Secretary position open through August 31st, 2026. Ginny, Joy & Cathy have offered to fill in to take notes as needed. Ginny is taking notes at today's meeting.
    - This resignation also left several committee chair positions open: Nominating Committee, Capital Campaign Committee, and Co-chair of the 32nd Judged Show. Tricia Dudley has agreed to be the sole Chair for the Judged Show with support from Karen. Rhonda Jica will handle the registrations and the Sponsorship Committee (led by Marianne Thatcher) will handle securing sponsors for the Judged Show. It is important to have an Executive Director chair the Capital Campaign Committee, so Karen Richards has volunteered to head that up. Joy Walker (as VP this year and Treasurer next), has also joined the Capital Campaign committee.
- Cathy Thiem has agreed to run for the Secretary position, and Samadhi Banks has agreed to run for the Art School Director for the upcoming year. This leaves the following positions open if no one else steps up: Vice President, Gallery Director and Staffing Director. Staffing Director is a lot of work due to the way we currently handle scheduling. To minimize the level of effort and streamline the process, we discussed the system that Beaufort uses (i.e. everyone signs up for a specific shift each month). It was decided that we'd float this idea with the members at the upcoming membership meeting.
- This upcoming year will also be Ann's last year as Marketing Director. We will be looking for someone for her to mentor in the upcoming year to position them to take over after that. The challenge will be to find a person with the necessary skills to fill the role.
- We received a $10,000 donation to the Capital Campaign from Frank Bright.
    - He was invited and is considering joining the board as a Member at Large in September.
- A separate account has been put in place for Capital Campaign Funds.
    - An accounting to determine total Capital Campaign funds raised since November is in progress and expected to be finalized by the end of the month so that money can be transferred from the Operating Account to the new Capital Campaign account. The amount is estimated to be approximately $30,000.

- Although last month's plan was to invest in a 3 year CD, we were able to get a better rate of return for 9 months without tying up our funds for 3 years. Therefore, the $114,000 + CD was renewed for 9 months at 3.5% APY instead. (These funds are earmarked for the Capital Campaign – putting total close to $150,000.00)
- Danyela Fusi, 2026 McCracken Scholarship winner, received $2,500.00 ($2,000 from the McCracken Family and $500 from SOBA combined)
- OTBMS sponsored Sidewalk Sale Fri & Sat June 5 & 6 – total income for those days was $1,851. Our prior month average income for Fridays and Saturdays was only $562, so this event appears to have boosted our income.
- Pluff Mud moving to Church Street. This is good news, hopefully bringing more traffic to our street as "Gallery Row".
- All Member Meeting is set for June 28 and we will be seeking volunteers for various committees. Karen and Terri are coordinating the members' meeting.
- Wheelchair access –Martin Galleger has installed a ramp at the middle front door for handicap access. Still need to add a handrail in the bathroom and Karen to check with Fred about adding smoke detectors

Vice President Report – Joy Walker

- No updates this month

Treasurer Report – Nancy was excused due to emergency, Karen Richards provided the following report:

- Received the $6,288.00 ATAX for March & April. Expenses related to our move were not approved for reimbursement because they were not considered tourism related.
- **Karen made a motion to request $35,000 from the Town of Bluffton for ATax funds to cover reimbursement for marketing costs for SOBA for the membership year of 2026/27. The motion was seconded and approved.**
- Total Income in May was approximately $33,246 before commissions and expenses. This came from the following sources:
  - Art Sales - $9,347
  - Art Class sales - $4,333
  - 2 Supporting Memberships - $150
  - ATAX - $6,288.46
  - Misc. - $12.33
  - Capital Campaign: Donation of $10,000 +Art Donation Sales of $407.00 + SOBA Logo Merchandise Sales of $163 + Betty Hintz Sales of $111 = $10,681
- Income for May after expenses was $15,768.70 minus $10,681 to be transferred into Capital Campaign account = $5,087.70 net
- As of May 31st, operating capital was $20,963.

Gallery Display Director – Pat Diemand

- Last change of show went smoothly.

- Originally, the plan was to do a small art show during the last week of June, but the decision was made not to proceed. We don't have enough time to organize it, and these shows rarely bring in a lot of sales revenue.
- The Featured Artist wall will be open during the month of August. At the last meeting, we decided to hold a large art show that month. We discussed the pros and cons of doing small art instead, but decided to proceed with large art. The show may be hung in the Featured Artist room or the "large room", TBD, depending on the art we receive. Karen will put out a call for artists who are interested in participating in large art shows so that we can compile a list and invite those artists to participate on a rotating basis. For the show in August, we will do a general solicitation and curate the pieces to be included. It was decided that the large art will count as the artist's regular submission for August (i.e. not in additon) due to space constraints. Joy will take the lead on that.
- Karen will talk to the real estate office across the street to see if they'd be open to letting us use the vacant classroom building for large art and also if they'd be interested in being a satellite gallery.

Gallery Director – Cathy Thiem - Excused

Art School Director – Karen Richards

- Adult Classes going well, no cancellations. Youth Art Camp Filled with a waiting list
- Youth Instructor Samadhi Banks is now on the slate for Art School Director 2026/27.
- Samadhi suggested holding yoga classes on the lawn this fall. If this were to proceed, she'd need to figure out how to connect it to artwork. Gloria Owens is also a yoga instructor, so Karen will reach out to her to gauge her interest and potentially connect her with Samadhi.

Marketing Director – Ann Hyde

- Nothing in particular to report, just super-busy with a variety of ongoing marketing projects. Ann shared the brochure for the Judged Show with the group.

Membership Director – Terri King not present

- Membership reopening July 1st.
- To improve new member training and help address staffing shortages, the suggestion was made to require new members to staff 2x per month during their first 6 months of membership. Motion by Karen, All Approved.

Fundraising Chair Report – Karen Richards

- Capital Campaign Committee offered to work with Judged Show Committee to make the Judged Show a significant fundraiser this year.
  - This year, we will be adding a "Sponsors & Artists" preview party August 31st 4 – 6 pm.
    - The Sponsorship Committee will facilitate, with expenses to come from sponsorship "sales".

        - Sponsors will be offered a # of tickets based the size of their donation - See Judged Show Sponsor letter (distributed at meeting)
    - Capital Campaign Committee is requesting each Board Director to commit to approaching at least 3 potential sponsors (from a Sponsor Committee List or your own contacts) and securing at least one sponsor. During the meeting, attendees volunteered to approach various businesses. Marianne Thatcher will be leading the Sponsorship Committee, so she should be notified which businesses each Director will be approaching.
- We had reserved August 16th for the next SOBA BYOB Member event, but the Capital Campaign Committee is recommending we not proceed. There are two reasons for this: 1) it does not directly support our non-profit missions and 2) we don't have the bandwidth to organize it at this time. In lieu of this, the recommendation is to combine the Annual Membership Meeting with a Lunch or Dinner, possibly off-site. This would begin next year.
- We discussed the possibility of holding a major fundraising gala in March. The decision was made to defer this decision and get Jim Southwood's input. (Jim and his wife have a lot of experience in this area and have offered to "consult" with us in this area).
- Meeting with Holding 7 – Recommendation is to delay this meeting for the time being.

Featured Artist Chair & Member at Large – Ginny Cassidy

- Seven artists were selected to be Featured Artists in 2026, but due to uncertainty when we lost our lease, four decided to defer until 2027. In addition, Barbara Pecce was offered the opportunity to do a retrospective. This means we have five that are already committed, leaving three available spots. Ginny will reach out to the five artists to work out which months they will take so we can solicit artists for the remaining available months.
- We need to know when the Judged Show will be held in 2027 in order to plan the Featured Artists. Karen motioned to hold the 2027 Judged Show in September and all Approved.
- Ginny shared the current selection criteria and everyone agreed that they should remain as is. Once we know what months are available, Karen will put out a separate communication to the membership to solicit applicants. We will target this communication for July.

Future Business

- Decide on combination membership meeting/social gathering for 2027 – when to hold it and type of event (i.e. lunch, dinner, something else)
- Decide on fundraising gala

Budget vs. Actuals_Budget_FY25_P&L__Report

September 1, 2023-August 31, 2024

	SEP 2023 - AUG 2024				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income								
Art Sales - Main Gallery	139,052.87		139,052.87		139,052.87		139,052.87	
Art Sales - Satellite Galleries	800.00		800.00		800.00		800.00	
Art Sales - Student	1,000.00		1,000.00		1,000.00		1,000.00	
Art School Income	53,749.00		53,749.00		53,749.00		53,749.00	
Art School Rent Income	850.00		850.00		850.00		850.00	
Bluffton A-Tax	21,374.28		21,374.28		21,374.28		21,374.28	
Donations - unrestricted funds	20,022.00		20,022.00		20,022.00		20,022.00	
Fund Raiser - Pearl Gala	600.00		600.00		600.00		600.00	
Fund Raiser - SCAD Tour	8,470.00		8,470.00		8,470.00		8,470.00	
Holiday Boutique	6,865.00		6,865.00		6,865.00		6,865.00	
Interest income	2,206.86		2,206.86		2,206.86		2,206.86	
Judged Show Entry Fees	6,750.00		6,750.00		6,750.00		6,750.00	
Membership Dues	25,624.00		25,624.00		25,624.00		25,624.00	
Other Income	240.53		240.53		240.53		240.53	
Total for Income	**287,604.54**		**287,604.54**		**$287,604.54**		**$287,604.54**	
Cost of Goods Sold								
Art Class Expense	1,334.55		1,334.55		$1,334.55		$1,334.55	
Art Teacher expense	34,269.69		34,269.69		34,269.69		34,269.69	
Total for Art Class Expense	**35,604.24**		**35,604.24**		**$35,604.24**		**$35,604.24**	
Artist Commissions	95,257.37		95,257.37		95,257.37		95,257.37	
Artist Commissions - Student	1,000.00		1,000.00		1,000.00		1,000.00	
Total for Cost of Goods Sold	**131,861.61**		**131,861.61**		**$131,861.61**		**$131,861.61**	
Gross Profit	**155,742.93**		**155,742.93**		**$155,742.93**		**$155,742.93**	
Expenses								
30th Anniversary Expenses	929.23		929.23		929.23		929.23	
Accounting & Professional Fees	7,832.72		7,832.72		7,832.72		7,832.72	
Advertising & Marketing	25,843.04		25,843.04		25,843.04		25,843.04	
Bank charge	-3.90		-3.90		-3.90		-3.90	
Board/Volunteer Development	501.33		501.33		501.33		501.33	
CC, Disc, & Paypal Charges	324.85		324.85		324.85		324.85	
Community Events	117.71		117.71		117.71		117.71	
Dues & subscriptions	330.99		330.99		330.99		330.99	
Facilities & Equipment	1,218.24		1,218.24		1,218.24		1,218.24	
Fund Raiser Expense - Pearl Gala (deleted)	7,468.34		7,468.34		7,468.34		7,468.34	
Insurance	1,372.00		1,372.00		1,372.00		1,372.00	
Interest	3.24		3.24		3.24		3.24	
Janitorial Services	805.00		805.00		805.00		805.00	
Judged Show expenses	419.71		419.71		$419.71		$419.71	
Judged show - Advertising/Promotion	550.00		550.00		550.00		550.00	
Judged show awards	4,600.00		4,600.00		4,600.00		4,600.00	
Total for Judged Show expenses	**5,569.71**		**5,569.71**		**$5,569.71**		**$5,569.71**	
Landscaping Expense	2,640.36		2,640.36		2,640.36		2,640.36	
Porch & Lawn Events (deleted)	234.71		234.71		234.71		234.71	
Postage	405.10		405.10		405.10		405.10	
Printing & Signage	222.72		222.72		222.72		222.72	
Rent - Main Gallery	43,098.00		43,098.00		43,098.00		43,098.00	
Repair & Maintenance	4,059.16		4,059.16		4,059.16		4,059.16	
Scholarships Paid	3,000.00		3,000.00		3,000.00		3,000.00	
Square Fees	6,730.42		6,730.42		6,730.42		6,730.42	
Supplies, Office & Operating	4,499.85		4,499.85		4,499.85		4,499.85	
Taxes & Licenses	51.85		51.85		51.85		51.85	

Budget vs. Actuals_Budget_FY25_P&L__Report

September 1, 2023-August 31, 2024

	SEP 2023 - AUG 2024				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Telephone / Internet	2,003.64		2,003.64		2,003.64		2,003.64	
Utilities - Electric	3,055.65		3,055.65		3,055.65		3,055.65	
Utilities - Water	574.98		574.98		574.98		574.98	
Total for Expenses	**122,888.94**		**122,888.94**		**$122,888.94**		**$122,888.94**	
Net Operating Income	**32,853.99**		**32,853.99**		**$32,853.99**		**$32,853.99**	
Other Income								
Other Expenses								
Net Other Income								
Net Income	**32,853.99**		**32,853.99**		**$32,853.99**		**$32,853.99**	

Budget vs. Actuals_Budget_FY25_P&L__Report

September 1, 2024-August 31, 2025

	SEP 2024 - AUG 2025				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income								
Art Sales - Main Gallery	115,341.20	146,852.00	-31,510.80	78.54 %	115,341.20	146,852.00	-31,510.80	78.54 %
Art Sales - Satellite Galleries	975.00	1,500.00	-525.00	65.0 %	975.00	1,500.00	-525.00	65.0 %
Art Sales - Student	1,005.00	1,000.00	5.00	100.5 %	1,005.00	1,000.00	5.00	100.5 %
Art School Income	33,415.10	56,350.00	-22,934.90	59.3 %	33,415.10	56,350.00	-22,934.90	59.3 %
Art School Rent Income	1,205.00	1,000.00	205.00	120.5 %	1,205.00	1,000.00	205.00	120.5 %
Bluffton A-Tax	30,955.16	32,800.00	-1,844.84	94.38 %	30,955.16	32,800.00	-1,844.84	94.38 %
Donations McCracken Scholarship Fund - restricted	2,000.00	5,000.00	-3,000.00	40.0 %	2,000.00	5,000.00	-3,000.00	40.0 %
Donations - unrestricted funds	1,680.06	2,500.00	-819.94	67.2 %	1,680.06	2,500.00	-819.94	67.2 %
Fundraiser - Art Re-Market	3,030.50		3,030.50		3,030.50		3,030.50	
Fund Raiser - SCAD Tour	495.00	500.00	-5.00	99.0 %	495.00	500.00	-5.00	99.0 %
Holiday Boutique	9,250.00	7,200.00	2,050.00	128.47 %	9,250.00	7,200.00	2,050.00	128.47 %
Interest income	6,415.11	2,206.86	4,208.25	290.69 %	6,415.11	2,206.86	4,208.25	290.69 %
Judged Show Entry Fees	3,350.00	3,600.00	-250.00	93.06 %	3,350.00	3,600.00	-250.00	93.06 %
Judged Show Sponsorship	1,100.00	3,500.00	-2,400.00	31.43 %	1,100.00	3,500.00	-2,400.00	31.43 %
Membership Dues	25,950.00	25,624.00	326.00	101.27 %	25,950.00	25,624.00	326.00	101.27 %
Other Income	-401.96	240.53	-642.49	-167.11 %	-401.96	240.53	-642.49	-167.11 %
SOBA BYOB BBQ	1,620.00	-5,000.00	6,620.00	-32.4 %	1,620.00	-5,000.00	6,620.00	-32.4 %
Fundraiser - SOBA BYOB BBQ (deleted)		10,000.00	-10,000.00	0.0 %		10,000.00	-10,000.00	0.0 %
Total for Income	**237,385.17**	**294,873.39**	**-57,488.22**	**80.5 %**	**$237,385.17**	**$294,873.39**	**-$57,488.22**	**80.5 %**
Cost of Goods Sold								
Art Class Expense	767.00	1,334.55	-567.55	57.47 %	$767.00	$1,334.55	-$567.55	57.47 %
Art Teacher expense	22,870.86	35,960.34	-13,089.48	63.6 %	22,870.86	35,960.34	-13,089.48	63.6 %
Total for Art Class Expense	**23,637.86**	**37,294.89**	**-13,657.03**	**63.38 %**	**$23,637.86**	**$37,294.89**	**-$13,657.03**	**63.38 %**
Artist Commissions	81,208.50	96,428.80	-15,220.30	84.22 %	81,208.50	96,428.80	-15,220.30	84.22 %
Artist Commissions - Student	870.00	1,000.00	-130.00	87.0 %	870.00	1,000.00	-130.00	87.0 %
Total for Cost of Goods Sold	**105,716.36**	**134,723.69**	**-29,007.33**	**78.47 %**	**$105,716.36**	**$134,723.69**	**-$29,007.33**	**78.47 %**
Gross Profit	**131,668.81**	**160,149.70**	**-28,480.89**	**82.22 %**	**$131,668.81**	**$160,149.70**	**-$28,480.89**	**82.22 %**
Expenses								
30th Anniversary Expenses	17.73	160.00	-142.27	11.08 %	17.73	160.00	-142.27	11.08 %
Accounting & Professional Fees	7,418.52	7,832.72	-414.20	94.71 %	7,418.52	7,832.72	-414.20	94.71 %
Advertising & Marketing	35,268.71	35,800.00	-531.29	98.52 %	35,268.71	35,800.00	-531.29	98.52 %
Bank charge	2,710.10	6.00	2,704.10	45168.33 %	2,710.10	6.00	2,704.10	45168.33 %
Board/Volunteer Development	520.50	600.00	-79.50	86.75 %	520.50	600.00	-79.50	86.75 %
CC, Disc, & Paypal Charges	417.06	324.85	92.21	128.39 %	417.06	324.85	92.21	128.39 %
Charitable Contributions	103.63		103.63		103.63		103.63	
Community Events	795.33	450.00	345.33	176.74 %	795.33	450.00	345.33	176.74 %
Dues & subscriptions	539.85	470.00	69.85	114.86 %	539.85	470.00	69.85	114.86 %
Featured Artist Program	400.00	450.00	-50.00	88.89 %	400.00	450.00	-50.00	88.89 %
Insurance	1,440.00	1,372.00	68.00	104.96 %	1,440.00	1,372.00	68.00	104.96 %
Interest	39.95	3.24	36.71	1233.02 %	39.95	3.24	36.71	1233.02 %
Janitorial Services	1,440.00	960.00	480.00	150.0 %	1,440.00	960.00	480.00	150.0 %
Judged Show expenses	248.59	419.71	-171.12	59.23 %	$248.59	$419.71	-$171.12	59.23 %
Judged show - Advertising/Promotion	678.08	650.00	28.08	104.32 %	678.08	650.00	28.08	104.32 %
Judged show awards	3,850.00	4,100.00	-250.00	93.9 %	3,850.00	4,100.00	-250.00	93.9 %
Judged Show Honorarium	250.00	500.00	-250.00	50.0 %	250.00	500.00	-250.00	50.0 %
Total for Judged Show expenses	**5,026.67**	**5,669.71**	**-643.04**	**88.66 %**	**$5,026.67**	**$5,669.71**	**-$643.04**	**88.66 %**
Landscaping Expense	2,429.92	2,400.00	29.92	101.25 %	2,429.92	2,400.00	29.92	101.25 %
Postage	278.34	405.10	-126.76	68.71 %	278.34	405.10	-126.76	68.71 %
Printing & Signage	112.13	222.72	-110.59	50.35 %	112.13	222.72	-110.59	50.35 %
Rent - Art School	21,502.00	20,220.00	1,282.00	106.34 %	21,502.00	20,220.00	1,282.00	106.34 %
Rent - Main Gallery	23,325.00	23,400.00	-75.00	99.68 %	23,325.00	23,400.00	-75.00	99.68 %
Repair & Maintenance	248.62	4,059.16	-3,810.54	6.12 %	248.62	4,059.16	-3,810.54	6.12 %
Scholarship Program	19.95		19.95		19.95		19.95	
Scholarships Paid	6,000.00	4,500.00	1,500.00	133.33 %	6,000.00	4,500.00	1,500.00	133.33 %
SOBA BBQ expense	1,205.74	5,000.00	-3,794.26	24.11 %	1,205.74	5,000.00	-3,794.26	24.11 %
Square Fees	5,555.91	7,145.82	-1,589.91	77.75 %	5,555.91	7,145.82	-1,589.91	77.75 %
Supplies, Office & Operating	3,744.72	4,200.00	-455.28	89.16 %	3,744.72	4,200.00	-455.28	89.16 %

Budget vs. Actuals_Budget_FY25_P&L__Report

September 1, 2024-August 31, 2025

	SEP 2024 - AUG 2025				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Telephone / Internet	2,023.88	2,003.64	20.24	101.01 %	2,023.88	2,003.64	20.24	101.01 %
Unapplied Cash Bill Payment Expense	0.00		0.00		0.00		0.00	
Utilities - Electric	3,790.96	3,055.65	735.31	124.06 %	3,790.96	3,055.65	735.31	124.06 %
Utilities - Water	694.74	574.98	119.76	120.83 %	694.74	574.98	119.76	120.83 %
Facilities & Equipment		1,218.24	-1,218.24	0.0 %		1,218.24	-1,218.24	0.0 %
Gift Certificate - Gallery		150.00	-150.00	0.0 %		150.00	-150.00	0.0 %
Taxes & Licenses		51.85	-51.85	0.0 %		51.85	-51.85	0.0 %
Total for Expenses	**127,069.96**	**132,705.68**	**-5,635.72**	**95.75 %**	**$127,069.96**	**$132,705.68**	**-$5,635.72**	**95.75 %**
Net Operating Income	**4,598.85**	**27,444.02**	**-22,845.17**	**16.76 %**	**$4,598.85**	**$27,444.02**	**-$22,845.17**	**16.76 %**
Other Income								
Donations - Restricted		2,000.00	-2,000.00	0.0 %		2,000.00	-2,000.00	0.0 %
Total for Other Income		**2,000.00**	**-2,000.00**	**0.0 %**		**$2,000.00**	**-$2,000.00**	**0.0 %**
Other Expenses								
Net Other Income		**2,000.00**	**-2,000.00**	**0.0 %**		**$2,000.00**	**-$2,000.00**	**0.0 %**
Net Income	**4,598.85**	**29,444.02**	**-24,845.17**	**15.62 %**	**$4,598.85**	**$29,444.02**	**-$24,845.17**	**15.62 %**

TOWN OF BLUFFTON ATAX GRANT APPLICATION SCORING SHEET

Entity: **Society of Bluffton Artists** Project: **FY Marketing Expenses** Project Type: **Advertising**

Scoring Category	Points Possible	Points Awarded
ADVERTISING	**15**	
Part 1: Five (5) points possible. Based on how much of the requested funds go toward advertising.		
0% of funds go toward advertising	**0 points**	
1% - 20% of funds go toward advertising	**1 point**	
21% - 40% of funds go toward advertising	**2 points**	
41% - 60% of funds go toward advertising	**3 points**	
61% - 80% of funds go toward advertising	**4 points**	
81% - 100% of funds go toward advertising	**5 points**	
Part 2: Ten (10) points possible. Based on where the advertising is placed.		
None of the funds go toward advertising	**0 points**	
Local newspapers/periodicals and electronic advertising (ex. Island Packet, The Bluffton Sun)	**2 points**	
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	**4 points**	
Larger regional publications and electronic marketing within 100 miles (ex. Charleston or Savannah news outlets)	**6 points**	
Newspapers/periodicals/electronic marketing to large, metropolitan areas outside of 100 miles away (ex. Atlanta, Charlotte, Washington, D.C., Chicago)	**8 points**	
Nationally distributed newspapers/periodicals/electronic marketing (ex. USA Today, NY Times, Southern Living Magazine)	**10 points**	
TOURIST FACILITIES	**15**	
Higher point value given based on anticipated ratio of tourists to locals		
FESTIVAL/EVENT	**5**	
Higher point value given to requests for festivals or events		
Length of event/festival should be considered. Is it an all-day event versus a two-hour event? Multi-day event?		
BLUFFTON EVENT	**5**	
Higher point value given to events held within the town limits of Bluffton and/or spanning multiple locations		
TOURISM DRAW	**5**	
0% of attendees are tourists based on historical or projected information	**0 points**	
1% - 20% of attendees are tourists based on historical or projected info	**1 point**	
21% - 40% of attendees are tourists based on historical or projected info	**2 points**	
41% - 60% of attendees are tourists based on historical or projected info	**3 points**	
61% - 80% of attendees are tourists based on historical or projected info	**4 points**	
81% - 100% of attendees are tourists based on historical or projected info	**5 points**	
BENEFIT TO TOURISM (LOCAL ECONOMY)	**5**	
Higher point value given to events that encourage overnight stays and/or have local business participation		
SELF SUFFIECIENCY	**5**	
100% of budget from ATAX request	**0 points**	
80% - 99% of budget from ATAX request	**1 point**	
60% - 79% of budget from ATAX request	**2 points**	
40% - 59% of budget from ATAX request	**3 points**	
20% - 39% of budget from ATAX request	**4 points**	
1% - 19% of budget from ATAX request	**5 points**	
MISCELLANEOUS	**10**	
Only use if applicant does not qualify as a festival/event		
Group Average Point Total (out of a possible 40 points)		0
Group Average Percentage		