

CHILMARK

FY2024

BUDGET SCHEDULE



TO: All Departments, Officers, Boards, Committees, Commissions & partner agencies
 FR: Tim Carroll, Town Administrator
 DT: August 15, 2022
 RE: Budget and ATM Schedule – draft for review

Please review this schedule as soon as possible and report any conflicts to me immediately.

ZOBRIO Budgeting Software – Group Training & Webinar November 9 (contractors took out COMCAST on 11/2)
 Departments, Boards, Commissions & Committees Discuss and vote **their Capital Plan** October 2022
Meet and discuss capital needs for FY2024 Needs for next 5 years.
CPI/u NE for September released – BLS October 17th 2022

Departments, Boards, Commissions & Committees Deadline to Submit **Capital Requests** October 31st 2022

Boards, Commissions & Committees Establish preliminary goals for next year November 2022
Meet and discuss needs for FY2024

Human Resource Board – COLA Meet & review September CPI/U NE November 3rd 2022

Planning Board or Citizens seeking a new zoning bylaw - DEADLINE Submit Petition to Selectmen by 12 Noon **November 15th**

BOS Meeting 7:00 PM **Zoning Petitions & COLA** **November 15th**

FinCom Meeting 4:30 PM Review COLA recommendation from HRB **November 17th**
 Review of CIP Requests from departments
 Establish Guidance to departments & agencies for FY23 budget preparation

Planning Board *Research, Hold Public Hearings and issue report on Proposed Zoning Bylaws* Nov 16 - January 3rd

FY2024 Budget Worksheets are ONLINE only this year.

See instructions below.

BOS Meeting 5:00 PM **December 6th**
BOS Meeting 5:00 PM **December 20th**
 CIPC **Complete Annual Capital Improvement Plan** **December 21st**
School Vacation December 24th – January 2nd

Planning Board - DEADLINE Submit Proposed Zoning bylaws for Legal Counsel review. January 3rd 2023

All Departments & Citizens **Budget Requests & Appropriation Articles** **DUE January 4th 2023**
Met and voted budget & articles.

BOS Meeting 5:00 PM **January 3rd**

Town Budget Requests reviewed by Accountant & Town Administrator. Charts prepared. January 4th – 13th 2023

All Departments & Citizens Deadline to submit **Non-Appropriation & Non-Zoning Articles** **January 9th**
 12 Noon

BOS Meeting 5:00 PM **January 17th**

FINCOM & BOS <u>FY2024 Budget Hearing</u>	1	4:30 - 6:00 PM	January 18th
FINCOM & BOS <u>FY2024 Budget Hearing</u>	2	4:30 - 6:00 PM	January 19th
FINCOM & BOS <u>FY2024 Budget Hearing</u>	3	4:30 - 6:00 PM	January 24th
FINCOM & BOS <u>FY2024 Budget Hearing</u>	4	4:30 - 6:00 PM	January 25th
FINCOM & BOS <u>FY2024 Budget Hearing</u>	5	4:30 - 6:00 PM	January 26th

Departmental submissions for **TOWN REPORT** **Due** **February 1st**

FINCOM & BOS <u>FY2024 Budget Hearing</u>	6	4:30 - 6:00 PM	January 31st
FINCOM & BOS <u>FY2024 Budget Hearing</u>	7	4:30 - 6:00 PM	February 1st
FINCOM & BOS <u>FY2024 Budget Hearing</u>	8	4:30 - 6:00 PM	February 2nd
BOS Meeting 5:00 PM			February 7th
FINCOM & BOS <u>FY2024 Budget Hearing</u>	9	4:30 - 6:00 PM	February 8th
FINCOM & BOS <u>FY2024 Budget Hearing</u>	10	4:30 - 6:00 PM	February 9th
FINCOM & BOS <u>FY2024 Budget Hearing</u>	11	4:30 - 6:00 PM	February 10th

Town Report to Press **February 15th**

BOS Meeting 5:00 PM **February 21st**

Presidents' Day Holiday February 20th
School Vacation February 25th – March 5th

BOS Meeting 5:00 PM **Approval of ATM Warrant** **March 7th**

ANNUAL TOWN MEETING April 24th 2023
Annual Town Election April 26th 2023

Accessing ZAI Budgeting

Launch the Remote Desktop Connection

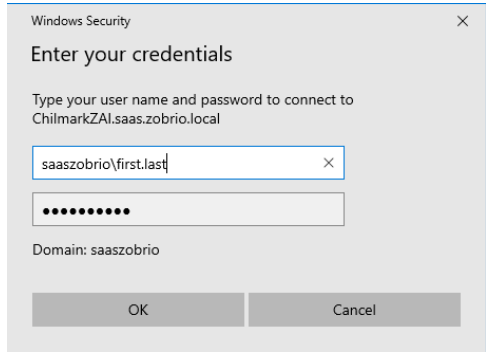

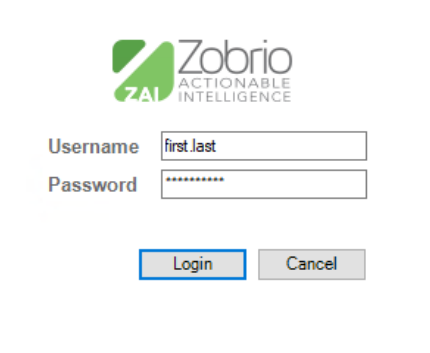
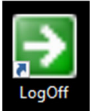
- Launch the RDP file "Town of Chilmark - ZAI Budgeting Server.rdp"
 - Click Connect if you see a security warning
- Enter your logon credentials
 - Your user name is "saaszobrio\" plus your first name + period + last name.
 - Example: **saaszobrio\first.last**
 - Your user name is not case sensitive
 - Your initial password is your last name (Capitalize first letter) + ZAI5^&
 - Example: **LastZAI5^&**
 - The password is case sensitive. Capitalize the first letter of your last name.
- Click OK
- The remote desktop normally launches in Full Screen mode. You may need to click the window icon in the top toolbar to make the window smaller so you can see your desktop.

Launching ZAI Budgeting from the Desktop

- On the desktop, click the icon for ZAI Budgeting Desktop to launch the application
 - The first time you launch you will see a download message. Going forward, the message only appears if we do an update to the software.
- In the ZAI Budgeting application, sign in with (just) your user name and password
- You can close ZAI Budgeting using the X in the upper right corner

Exiting the remote desktop session

- Click the Log Off icon

RDP File Logon	Desktop Icon	ZAI Budgeting Logon	Log Off Icon
			

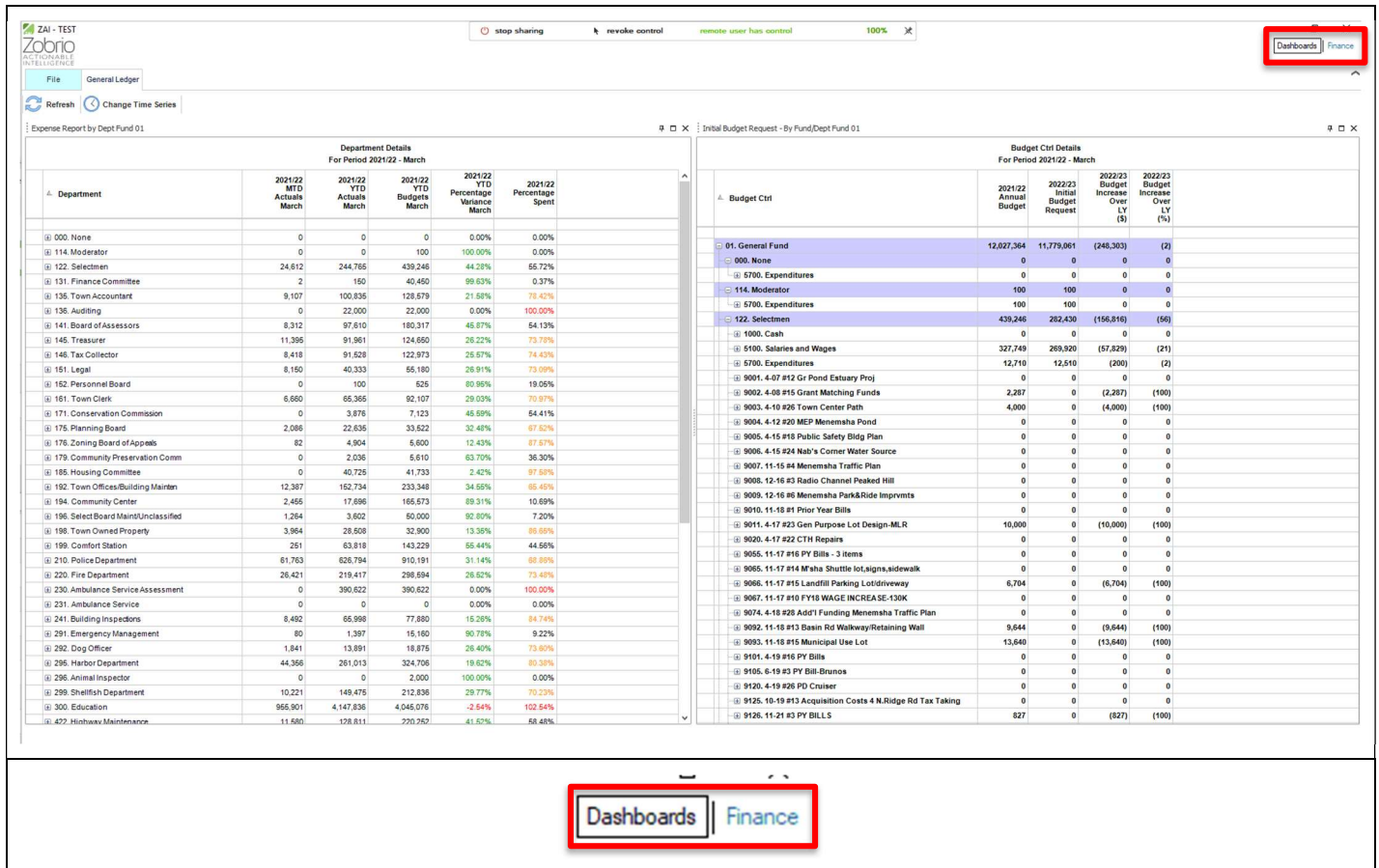
ZAI Budgeting - Budget Entry and Shared Reports

Town of Chilmark

ZAI Budgeting - Budget Entry and Shared Reports Town of Chilmark	1
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Navigation

- The Dashboard page loads initially after login
 - The page includes shared reports to evaluate income statement performance (on the left) and budget preparation data entry (on the right)
- Select the Finance tab in the upper right to navigate to budget entry or reporting



The screenshot displays the Zobrio software interface. At the top right, there are navigation tabs for 'Dashboards' and 'Finance'. The main area is split into two panels:

- Left Panel: Department Details For Period 2021/22 - March**

Department	2021/22 MTD Actuals March	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Percentage Variance March	2021/22 Percentage Spent
000. None	0	0	0	0.00%	0.00%
114. Moderator	0	0	100	100.00%	0.00%
122. Selectmen	24,612	244,766	439,246	44.28%	55.72%
131. Finance Committee	2	150	40,460	99.83%	0.37%
135. Town Accountant	9,107	100,835	138,579	21.58%	70.42%
136. Auditing	0	22,000	22,000	0.00%	100.00%
141. Board of Assessors	8,312	97,510	180,317	48.87%	54.13%
145. Treasurer	11,395	91,961	124,660	26.22%	73.78%
146. Tax Collector	8,418	91,528	122,973	26.67%	74.43%
151. Legal	8,150	40,333	55,180	26.91%	73.09%
152. Personnel Board	0	100	525	80.96%	19.05%
161. Town Clerk	6,660	65,365	92,107	29.03%	70.97%
171. Conservation Commission	0	3,876	7,123	46.59%	54.41%
175. Planning Board	2,088	22,836	33,522	32.48%	67.52%
176. Zoning Board of Appeals	82	4,904	5,600	12.43%	87.57%
179. Community Preservation Comm	0	2,036	5,610	63.70%	36.30%
185. Housing Committee	0	40,725	41,733	2.42%	97.58%
192. Town Offices/Building Maintn	12,387	162,734	233,348	34.55%	65.45%
194. Community Center	2,455	17,696	166,573	89.31%	10.69%
196. Select Board Maint/Unclassified	1,264	3,602	60,000	92.80%	7.20%
198. Town Owned Property	3,964	28,508	32,900	13.35%	86.65%
199. Comfort Station	251	63,818	143,229	55.44%	44.56%
210. Police Department	81,763	626,794	910,191	31.14%	68.86%
220. Fire Department	26,421	219,417	296,594	26.82%	73.18%
230. Ambulance Service Assessment	0	390,622	390,622	0.00%	100.00%
231. Ambulance Service	0	0	0	0.00%	0.00%
241. Building Inspectors	8,492	65,998	77,880	15.26%	84.74%
291. Emergency Management	80	1,397	15,160	90.78%	9.22%
292. Dog Officer	1,841	13,891	18,875	26.40%	73.60%
295. Harbor Department	44,356	261,013	324,706	19.62%	80.38%
296. Animal Inspector	0	0	2,000	100.00%	0.00%
299. Shellfish Department	10,221	149,475	212,836	29.77%	70.23%
300. Education	955,901	4,147,836	4,045,076	-2.54%	102.54%
422. Highway Maintenance	11,580	128,811	220,252	41.52%	58.48%
- Right Panel: Budget Ctrl Details For Period 2021/22 - March**

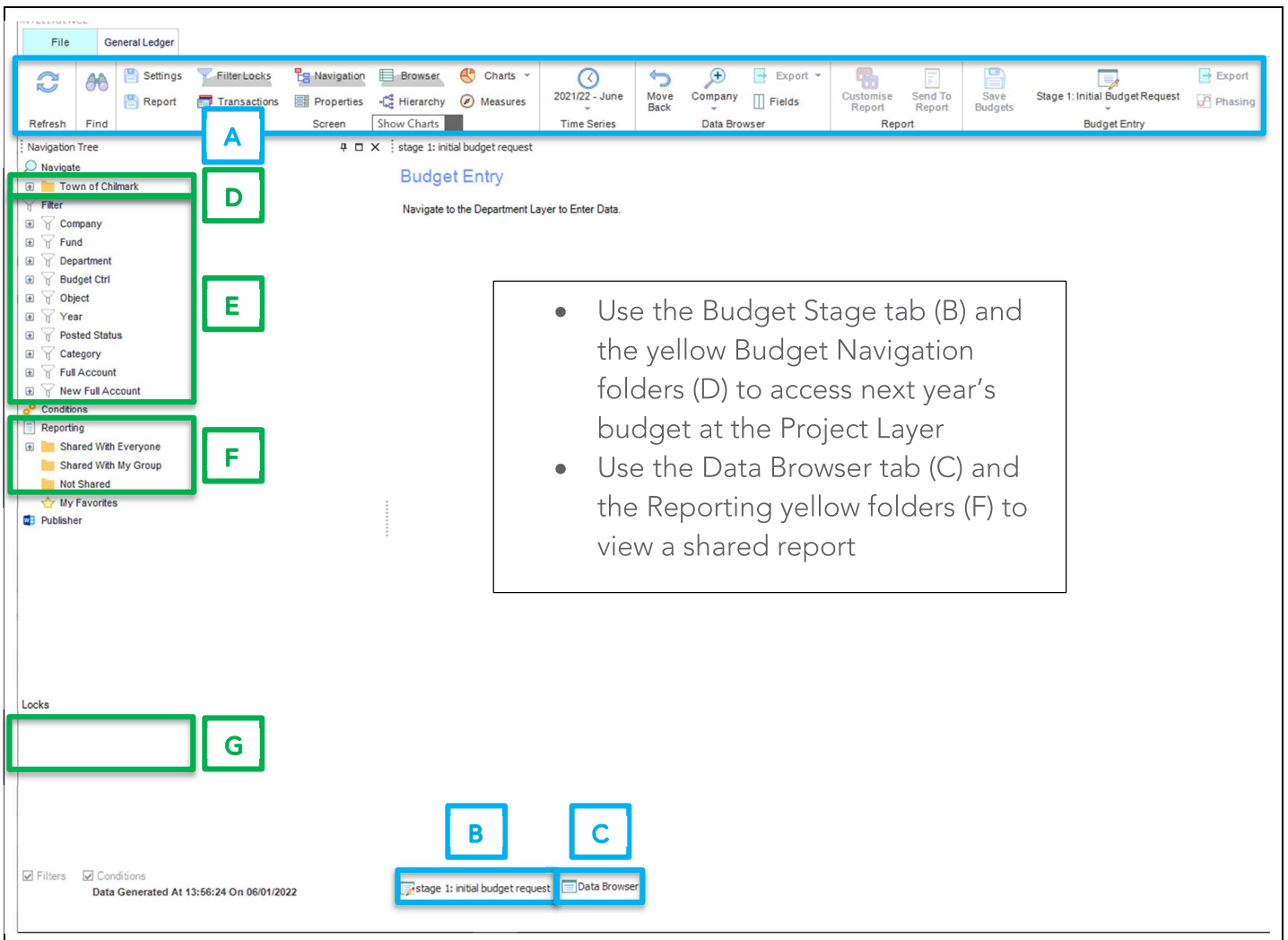
Budget Ctrl	2021/22 Annual Budget	2022/23 Initial Budget Request	2022/23 Budget Increase Over LY (\$)	2022/23 Budget Increase Over LY (%)
01. General Fund	12,027,364	11,779,061	(248,303)	(2)
000. None	0	0	0	0
5700. Expenditures	0	0	0	0
114. Moderator	100	100	0	0
5700. Expenditures	100	100	0	0
122. Selectmen	439,246	282,430	(156,816)	(56)
1000. Cash	0	0	0	0
5100. Salaries and Wages	327,749	269,920	(57,829)	(21)
5700. Expenditures	12,710	12,510	(200)	(2)
9001. 4-07 #12 Gr Pond Estuary Proj	0	0	0	0
9002. 4-08 #15 Grant Matching Funds	2,287	0	(2,287)	(100)
9003. 4-10 #26 Town Center Path	4,000	0	(4,000)	(100)
9004. 4-12 #20 MEP Menemsha Pond	0	0	0	0
9005. 4-15 #15 Public Safety Slidg Plan	0	0	0	0
9006. 4-15 #24 Nab's Corner Water Source	0	0	0	0
9007. 11-15 #4 Menemsha Traffic Plan	0	0	0	0
9008. 12-16 #3 Radio Channel Peaked Hill	0	0	0	0
9009. 12-16 #6 Menemsha Park&Ride Imprvnts	0	0	0	0
9010. 11-18 #1 Prior Year Bills	0	0	0	0
9011. 4-17 #22 Gen Purpose Lot Design-MLR	10,000	0	(10,000)	(100)
9020. 11-17 #22 CTH Repairs	0	0	0	0
9055. 11-17 #16 PY Bills - 3 Items	0	0	0	0
9065. 11-17 #14 Msha Shuttle lot,signs,sidewalk	0	0	0	0
9066. 11-17 #15 Landfill Shurtle Lot,lot/dreway	6,704	0	(6,704)	(100)
9067. 11-17 #10 FY18 WAGE INCREASE-130K	0	0	0	0
9074. 4-18 #28 Add'l Funding Menemsha Traffic Plan	0	0	0	0
9092. 11-18 #13 Basin Rd Walkway/Retaining Wall	9,644	0	(9,644)	(100)
9093. 11-18 #15 Municipal Use Lot	13,640	0	(13,640)	(100)
9101. 4-19 #16 PY Bills	0	0	0	0
9105. 6-19 #3 PY Bill-Brunos	0	0	0	0
9120. 4-19 #26 PD Cruiser	0	0	0	0
9125. 10-19 #13 Acquisition Costs 4 N.Ridge Rd Tax Taking	0	0	0	0
9126. 11-21 #3 PY BILLS	827	0	(827)	(100)

At the bottom of the interface, there are two buttons: 'Dashboards' and 'Finance', both highlighted with red boxes.

Accessing Next Year's Budget Information

The Finance Tab Layout

- A: Toolbar
- Page Tabs
 - B: Budget Stage
 - C: Reporting Data Browser
- Navigation Tree
 - D Budget Navigation
 - E: Report Filters
 - F: Saved Reports
 - G: Report Locks



The screenshot shows the Zobrio Finance Tab interface. The top toolbar (A) contains various icons for navigation and reporting. The left navigation tree (D) shows a hierarchy of folders for budget navigation, including 'Town of Chilmark', 'Filter', 'Company', 'Fund', 'Department', 'Budget Ctrl', 'Object', 'Year', 'Posted Status', 'Category', 'Full Account', and 'New Full Account'. Below the navigation tree are 'Conditions' (F) and 'Locks' (G). The main area displays 'Budget Entry' with a message: 'Navigate to the Department Layer to Enter Data.' A text box on the right provides instructions: 'Use the Budget Stage tab (B) and the yellow Budget Navigation folders (D) to access next year's budget at the Project Layer' and 'Use the Data Browser tab (C) and the Reporting yellow folders (F) to view a shared report'. The bottom of the interface shows page tabs (B and C) and a status bar with 'Data Generated At 13:56:24 On 06/01/2022'.

The Budget Grid

Select a Department

- Use the Budget Stage tab (B) and the yellow Budget Navigation folders (D) to access next year's budget (See previous page)
- Use the plus symbol to the left of the folders to drill down to the Department Layer
- Then, click the Department name yellow folder to load the Department into the Budget Grid

Navigation Tree

Navigate

- [-] Town of Chilmark
 - [-] 01. General Fund
 - [-] 000. None
 - [-] 114. Moderator
 - [-] 122. Selectmen
 - [-] 131. Finance Committee
 - [-] 135. Town Accountant
 - [-] 136. Auditing
 - [-] 141. Board of Assessors
 - [-] 145. Treasurer
 - [-] 146. Tax Collector
 - [-] 151. Legal
 - [-] 152. Personnel Board
 - [-] 161. Town Clerk
 - [-] 171. Conservation Commission
 - [-] 175. Planning Board
 - [-] 176. Zoning Board of Appeals
 - [-] 179. Community Preservation Comm
 - [-] 185. Housing Committee
 - [-] 192. Town Offices/Building Mainten
 - [-] 194. Community Center
 - [-] 196. Select Board Maint/Unclassified
 - [-] 198. Town Owned Property
 - [-] 199. Comfort Station
 - [-] 210. Police Department
 - [-] 220. Fire Department
 - [-] 230. Ambulance Service Assessment
 - [-] 231. Ambulance Service

Example: Department 122 Selectman

- Click the plus symbol next to 122 Selectman to open the Department Layer
- Click on the yellow folder or name for Department 122 Selectman to load the Budget Grid

	2020/21 Full Year Actuals	2020/21 Annual Budget	2021/22 YTD Actuals June	2021/22 Annual Budget	2022/23 Initial Budget Request	2022/23 Initial Budget Request Comments	2022/23 Budget Increase Over LY (\$)	2022/23 Budget Increase Over LY (%)	Budget Phasing
Grand Total	243,855	355,145	293,334	439,246	282,430		(156,816)	-55.52%	
[-] 122. Selectmen	243,855	355,145	293,334	439,246	282,430		(156,816)	-55.52%	
[-] 1000. Cash	0	0	0	0	0		0	0.00%	
5195. Intern	0	0	0	0	0		0	0.00%	100% July
[-] 5100. Salaries and Wages	229,826	239,539	273,501	327,749	289,920		(57,829)	-21.42%	
5101. Elected Officials	4,500	4,500	3,375	4,500	4,500		0	0.00%	100% July
5102. Town Administrator	126,059	126,059	114,141	127,877	149,000		21,123	14.18%	100% July
5103. Assisto Town Admini...	78,050	78,049	70,342	79,142	85,000		5,858	6.89%	100% July
5105. Assistant Assessor	0	0	0	0	0		0	0.00%	100% July
5108. Board Administrator(s)	0	0	72,434	86,024	0		(86,024)	-100.00%	100% July
5142. Longevity	5,956	5,956	791	5,907	6,810		904	13.27%	100% July
5176. COORD of Admin S...	4,935	6,674	3,000	6,000	6,000		0	0.00%	100% July
5177. Admin Assist -Projects	326	5,500	0	5,500	5,500		0	0.00%	100% July
5192. Water Systems Ope...	0	0	0	0	0		0	0.00%	100% July
5193. District Reimb-Water...	0	0	0	0	0		0	0.00%	100% July
5195. Intern	0	2,500	0	2,500	2,500		0	0.00%	100% July
5205. Web Site Manager	10,000	10,300	9,417	10,300	10,610		310	2.92%	100% July
[-] 5700. Expenditures	1,899	12,110	1,419	12,710	12,510		(200)	-1.60%	
5108. Board Administrator(s)	0	0	0	0	0		0	0.00%	100% July
5203. Executive Benefits	0	0	0	0	0		0	0.00%	100% July
5242. Facilities Maintenance	0	0	0	0	0		0	0.00%	100% July
5295. Septic Pumpouts	0	0	0	0	0		0	0.00%	100% July
5303. Professional Develo...	495	1,100	195	1,600	1,600		0	0.00%	100% July
5306. Advertising	0	100	25	100	50		(50)	-100.00%	100% July
5310. Printing of Town Re...	0	8,000	0	8,000	8,000		0	0.00%	100% July
5344. Postage	0	100	0	100	50		(50)	-100.00%	100% July
5399. Other Purchased Se...	0	30	0	30	30		0	0.00%	100% July
5510. Books and Publicat...	0	50	0	50	45		(5)	-11.11%	100% July
5569. Other Supplies	0	30	0	30	35		5	14.29%	100% July
5710. In-State Travel	0	1,300	0	1,300	1,200		(100)	-8.33%	100% July
5711. Mileage Allowance	0	0	0	200	300		100	33.33%	100% July
5730. Dues and Members...	1,404	1,400	1,199	1,400	1,300		(100)	-7.69%	100% July
5732. Write-offs/Rec Items	0	0	0	0	0		0	0.00%	100% July

Reviewing the Budget Grid Columns

	2020/21 Full Year Actuals	2020/21 Annual Budget	2021/22 YTD Actuals June	2021/22 Annual Budget	2022/23 Initial Budget Request	2022/23 Initial Budget Request Comments	2022/23 Budget Increase Over LY (\$)	2022/23 Budget Increase Over LY (%)	Budget Phasing
Grand Total	243,855	355,145	293,334	439,246	282,430		(156,816)	-55.52%	
122. Selectmen	243,855	355,145	293,334	439,246	282,430		(156,816)	-55.52%	
1000. Cash	0	0	0	0	0		0	0.00%	
5100. Salaries and Wages	229,826	239,539	273,501	327,749	269,920		(57,829)	-21.42%	
5101. Elected Officials	4,500	4,500	3,375	4,500	4,500		0	0.00%	100% July
5102. Town Administrator	126,059	126,059	114,141	127,877	149,000		21,123	14.18%	100% July

FE NXT Information Columns

- Full Year Actuals (prior year)
- Annual Budget (prior year)
- YTD Actuals (current year)
- Annual Budget (current year)

Budget Columns

- Initial Budget Request: The amounts intended for next year's budget
 - Salary Pop-up (next page): Salary-related amounts with a small blue triangle such as 5101 are calculated by a separate detailed listing of positions.
- Initial Budget Request Comments: Optional details about specific line items
- Budget Increase Over LY (\$ and %): Comparison of the Initial Budget Request to the current year's Annual Budget

Phasing: The monthly distribution of budget information

- 100% July: Puts the entire budget amount in the first period for YTD comparisons. This is the default amount applied by the system when saving budget amounts
- Manual: Use this option to add specific amounts to each period The total of each period's amount needs to equal the entered budget amount

Review a Salary-Related Pop-Up

- Blue triangle: In the Initial Budget Request column, salary-related amounts with a blue triangle in the upper left corner are calculated using a pop-up of individual position information
 - The pop-up includes the positions for the Department regardless of which account amount you select

stage 1: initial budget request

	2020/21 Full Year Actuals	2020/21 Annual Budget	2021/22 YTD Actuals June	2021/22 Annual Budget	2022/23 Initial Budget Request	2022/23 Initial Budget Request Comments	2022/23 Budget Increase Over LY (\$)	2022/23 Budget Increase Over LY (%)	Budget Phasing
Grand Total	243,855	355,145	293,334	439,246	282,430		(156,816)	-55.52%	
122. Selectmen	243,855	355,145	293,334	439,246	282,430		(156,816)	-55.52%	
1000. Cash	0	0	0	0	0		0	0.00%	
5195. Intern	0	0	0	0	0		0	0.00%	100% July
5100. Salaries and Wages	229,826	239,539	273,501	327,749	269,920		(57,829)	-21.42%	
5101. Elected Officials	4,500	4,500	3,375	4,500	4,500		0	0.00%	100% July
5102. Town Administrator	126,059	126,059	114,141	127,877	149,000		21,123	14.18%	100% July
5103. Asstto Town Admini...	78,050	78,049	70,342	79,142	85,000		5,858	6.89%	100% July
5105. Assistant Assessor	0	0	0	0	0		0	0.00%	100% July

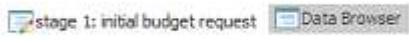
Enter Details For: 5102. Town Administrator

Employee Id	First Name	Last Name	Position	Anniversary Date	Number Of Years Service	Fund	Primary Department	Department %	Salary Object	Budget Control	Year	Pay Type
	TIMOTHY R.	CARROLL	TOWN ADMINISTRATOR-3yr Contract 2.1.18-1.31.21	06/01/1985	38	01 122		100.00%	5102	5100	00	Exempt
	Jennifer	Christy	Web Site Manager		0	01 122		100.00%	5177	5100	00	
	DIANA	DEBLASE	ASST TO TOWN ADMINISTRATOR	04/22/2010	13	01 122		100.00%	5103	5100	00	Non-Exempt Sal
		DeBlase	Voted Increase		0	01 122		100.00%	5103	5100	00	
		Elected Officials	BOS 3@1500/yr		0	01 122		100.00%	5101	5100	00	
		INTERN	Town Hall Intern		0	01 122		100.00%	5195	5100	00	
	TBD		ADMIN ASST - Projects		0	01 122		100.00%	5205	5100	00	Non-Exempt
	TBD		IT Support	07/01/2021	0	01 122		100.00%	5176	5100	00	

Viewing and Exporting Shared Reports

- From the Finance tab, select the Data Browser tab at the bottom of the screen, which normally loads the default one-row report
- From the left Navigation Tree, click the plus symbol to open the Shared With Everyone folder to list the shared reports
- Double click the name of a shared report to load the report onto the Data Browser tab
- Right click on the report and select Send to > Excel > As Is to export an Excel workbook with contents exactly like the screen, including formulas for subtotals and totals

Bottom of the screen



Data Browser

Company	2021/22 YTD Actuals June	2021/22 YTD Budgets June	2021/22 YTD Variance June	2021/22 YTD Percentage Variance June	2 Per V S
Town of Chilmark	8,800,917	13,666,268	4,865,351	35.60%	
Grand Total	8,800,917	13,666,268	4,865,351	35.60%	

Filter

- Company
- Fund
- Department
- Budget Ctrl
- Object
- Year
- Posted Status
- Category
- Full Account
- New Full Account
- Conditions
- Reporting
- Shared With Everyone
 - Default
 - Expense Report by Dept Fund 01
 - Expense Report by Dept/Bdgt Ctrl Fund 01
 - Initial Budget Request - By Fund/Dept Fund 01

Object

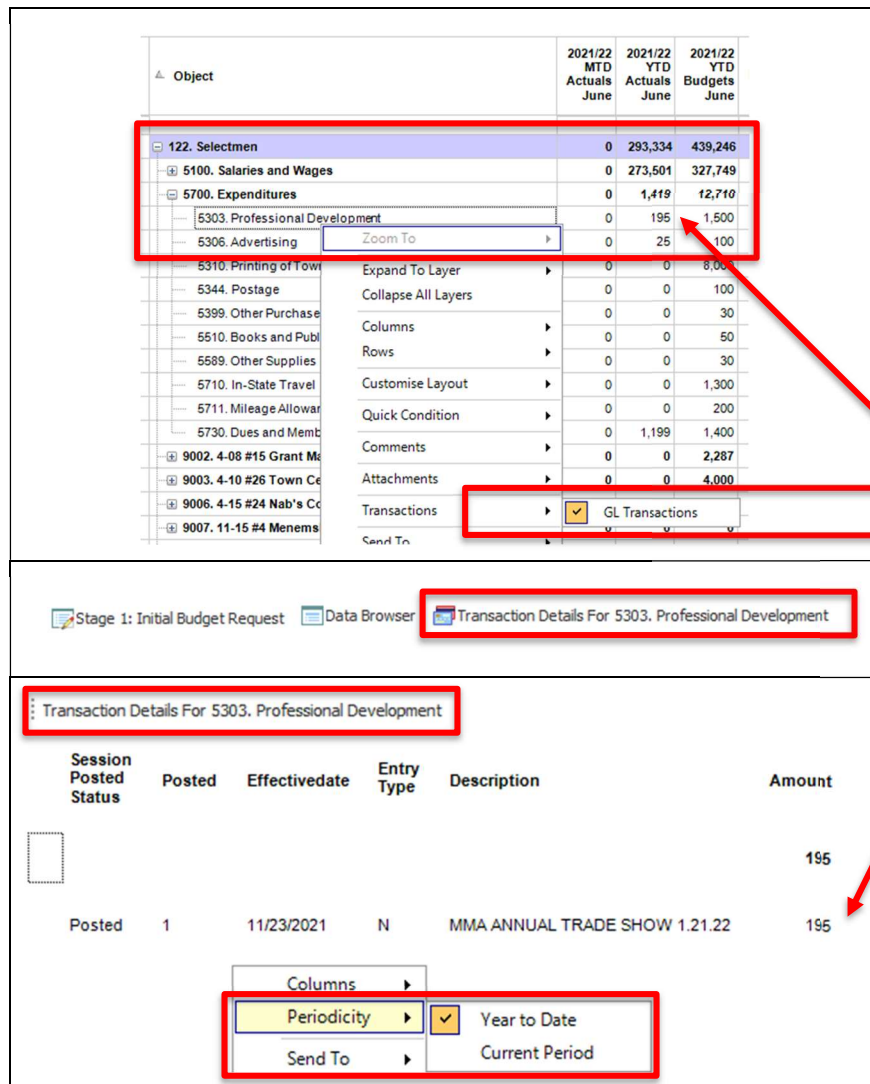
Object	2021/22 MTD Actuals June	2021/22 YTD Actuals June	2021/22 YTD Budgets June	2021/22 YTD Percentage Variance June	2021/22 Percentage Spent
122. Selectmen	0	293,334	439,246	33.22%	66.78%
5100. Salaries and Wages	0	273,501	327,749	16.55%	83.45%
5700. Expenditures	0	1,419	12,710	88.83%	11.17%

Send To: Report

Find: Excel As Is

Transaction Drill-Down from Reports

- Expand a report section, such as 5700 Expenditures, to show account objects with amounts in either MTD or YTD.
- Select the object, such as 5303 Professional Development
 - Right click and select Transactions > GL Transactions
- A new tab will appear at the bottom of the screen
 - Click on the tab to view transactions
 - Right click on the Transaction Details screen and select Periodicity to view either the Current Period (MTD) or Year to Date (YTD).



Object	2021/22 MTD Actuals June	2021/22 YTD Actuals June	2021/22 YTD Budgets June
122. Selectmen	0	293,334	439,246
5100. Salaries and Wages	0	273,501	327,749
5700. Expenditures	0	1,419	12,710
5303. Professional Development	0	195	1,500
5306. Advertising	0	25	100
5310. Printing of Town	0	0	8,000
5344. Postage	0	0	100
5399. Other Purchase	0	0	30
5510. Books and Publ	0	0	50
5589. Other Supplies	0	0	30
5710. In-State Travel	0	0	1,300
5711. Mileage Allowar	0	0	200
5730. Dues and Memb	0	1,199	1,400
9002. 4-08 #15 Grant M	0	0	2,287
9003. 4-10 #26 Town Ce	0	0	4,000
9006. 4-15 #24 Nab's Co			
9007. 11-15 #4 Menems			

Transaction Details For 5303. Professional Development

Session Posted Status	Posted	Effectivedate	Entry Type	Description	Amount
					195
Posted	1	11/23/2021	N	MMA ANNUAL TRADE SHOW 1.21.22	195

Periodicity: Year to Date