

Congress of the United States

U.S. House of Representatives

Committee on Small Business

2361 Rayburn House Office Building

Washington, DC 20515-6515

COMMITTEE
HOUSE ADMINISTRATION
2012 DEC 21 PM 4:21

December 18, 2012

The Honorable Daniel E. Lungren
Chairman
Committee on House Administration
1309 Longworth HOB
Washington, DC 20515

Dear Chairman Lungren:

In accordance with the regulations of the Committee on House Administration, I am submitting three copies of the monthly report for November 2012, including:

1. Summary of the progress of the specific investigations and studies for which funds were approved.
2. Fund Balance statements for the month and year to date.
3. Statement of Expenses for the month and year to date.
4. Franking Balance for the month and year to date.
5. Report of travel performed.
6. List of Committee employees, job titles and gross monthly salaries.

The report is available to Members of the Committee for examination.

Sincerely,



Sam Graves
Chairman

**ACTIVITIES OF THE
COMMITTEE ON SMALL BUSINESS
112TH CONGRESS, 2ND SESSION**

NOVEMBER 2012 COMMITTEE HEARINGS

No Hearings were held during this time

MARKUPS

No Markups were held during this time.

NOVEMBER 2012 SUBCOMMITTEE HEARINGS

No Subcommittee Hearings were held during this time.

U.S. House of Representatives
Small Business Committee Majority
SM000
Fund Balance Statement by Paid Date
December

Total Authorization

112-2 \$2,255,690.67

Less Expenses for:

January	2012	\$144,663.84
February		\$164,801.89
March		\$162,718.32
April		\$166,414.22
May		\$157,974.80
June		\$152,347.80
July		\$160,922.23
August		\$163,799.45
September		\$163,083.23
October		\$152,067.13
November		\$165,768.83

Total Expenses to Date: **\$1,754,561.74**

Unexpended authorization **\$501,128.93**

U.S. House of Representatives
Small Business Committee Majority
SM000
Monthly Statement by Paid Date
112-2 November

Description	November	YTD Including November	Cumulative Total
Non-Statutory Compensation	\$157,791.68	\$1,682,744.15	\$1,682,744.15
11-Personnel Compensation subtotal	\$157,791.68	\$1,682,744.15	\$1,682,744.15
Commercial Transportation	\$0.00	\$8,016.18	\$8,016.18
Lodging	\$0.00	\$2,694.49	\$2,694.49
Meals	\$0.00	\$1,664.44	\$1,666.42
Car Rental	\$0.00	\$1,854.42	\$1,854.42
Gasoline	\$0.00	\$244.89	\$244.89
Private Auto Mileage	\$0.00	\$347.15	\$347.15
Taxi/Parking/Tolls	\$0.00	\$412.19	\$412.19
21-Travel subtotal	\$0.00	\$15,233.76	\$15,235.74
DC Telecommunication Equipment (TRANSFER)	\$104.00	\$2,346.67	\$2,346.67
DC Telecommunication Service (TRANSFER)	\$285.34	\$2,811.70	\$2,811.70
DC Telecommunication Tolls (TRANSFER)	\$2,952.62	\$15,237.96	\$15,237.96
HIR Graphics (TRANSFER)	\$0.00	\$15.00	\$15.00
Postage/Courier/Box rental	\$0.00	\$28.39	\$28.39
Equipment Rental	\$0.00	\$104.62	\$104.62
23-Rent, Communications and Utilities subtotal	\$3,341.96	\$20,544.34	\$20,544.34
Printing & Reproduction	\$0.00	\$80.00	\$80.00
24-Printing and Reproduction subtotal	\$0.00	\$80.00	\$80.00
Technology Service Contracts	\$350.00	\$21,676.11	\$21,676.11
25-Other Services subtotal	\$350.00	\$21,676.11	\$21,676.11
Bottled Water	\$0.00	\$124.00	\$124.00
Food and Beverage	\$0.00	\$155.00	\$155.00
Framing (TRANSFER)	\$0.00	\$0.00	\$0.00
Office Supplies (Outside)	\$3,848.00	\$5,042.73	\$5,042.73
Office Supply (TRANSFER)	\$54.19	\$763.81	\$763.81
Publications/Reference Material	\$0.00	\$1,270.16	\$1,270.16
26-Supplies and Materials subtotal	\$3,902.19	\$7,355.70	\$7,355.70
Equipment & Software Maintenance	\$383.00	\$6,927.68	\$6,927.68
31-Equipment subtotal	\$383.00	\$6,927.68	\$6,927.68
Total Expenses	\$165,768.83	\$1,754,561.74	\$1,754,563.72

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MINORITY
Fund Balance Statement by Paid Date
November

Total Authorization

112-2 \$1,127,845.33

Less Expenses for:

January	2012	\$63,924.60
February		\$71,491.23
March		\$70,129.73
April		\$68,654.15
May		\$69,985.62
June		\$87,237.32
July		\$78,357.66
August		\$81,326.10
September		\$86,106.15
October		\$85,524.93
November		\$86,032.54

Total Expenses to Date: **\$848,770.03**

Unexpended authorization **\$279,075.30**

12/12/12

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MINORITY

Monthly Statement by Paid Date
112-2 November

Description	November	YTD Including November	Cumulative Total
Non-Statutory Compensation	\$83,908.34	\$825,863.91	\$825,863.91
11-Personnel Compensation subtotal	\$83,908.34	\$825,863.91	\$825,863.91
Lodging	\$0.00	\$84.75	\$84.75
Meals	\$0.00	\$9.73	\$9.73
Car Rental	\$0.00	\$279.03	\$279.03
Gasoline	\$0.00	\$30.00	\$30.00
Taxi/Parking/Tolls	\$0.00	\$44.70	\$44.70
21-Travel subtotal	\$0.00	\$448.21	\$448.21
DC Telecommunication Equipment (TRANSFER)	\$52.00	\$1,173.32	\$1,173.32
DC Telecommunication Service (TRANSFER)	\$142.67	\$1,405.97	\$1,405.97
Postage/Courier/Box rental	\$0.00	\$93.42	\$93.42
23-Rent, Communications and Utilities subtotal	\$194.67	\$2,672.71	\$2,672.71
Printing & Reproduction	\$0.00	\$33.50	\$33.50
Advertisements	\$0.00	\$741.00	\$741.00
24-Printing and Reproduction subtotal	\$0.00	\$774.50	\$774.50
Technology Service Contracts	\$1,326.10	\$13,261.00	\$13,261.00
25-Other Services subtotal	\$1,326.10	\$13,261.00	\$13,261.00
Bottled Water	\$203.85	\$632.80	\$632.80
Office Supply (TRANSFER)	\$0.00	\$605.71	\$605.71
26-Supplies and Materials subtotal	\$203.85	\$1,238.51	\$1,238.51
Computer Hardware Purchase less than \$25,000	\$0.00	\$915.00	\$915.00
Equipment & Software Maintenance	\$399.58	\$3,596.19	\$3,596.19
31-Equipment subtotal	\$399.58	\$4,511.19	\$4,511.19
Total Expenses	\$86,032.54	\$848,770.03	\$848,770.03

112th Congress, 2nd Session
Committee on Small Business
Franked Mail

Allocation:	\$5000
January:	\$16.54
February:	\$ 6.07
March:	\$ 0.00
April:	\$ 6.66
May:	\$ 2.87
June:	\$ 1.67
July:	\$ 4.38
August:	\$ 0.81
September:	\$ 1.90
October:	\$ 0.81
November:	\$ 7.50
December:	

Total Expended:	\$49.21
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112th Congress, 2nd Session
Committee on Small Business
Employee List
October 2012

<u>Employee</u>	<u>Job Title</u>	<u>Gross Pay</u>
Austin, Jordan	Professional Staff	\$ 4,166.67
Day, Michael	Staff Director	\$ 14,275.00
Garcia, Moraima	Office Manager	\$ 10,650.00
Beyer, Thomas	Intern	\$ 1,750.00
Brown, Thomas	Chief of Staff	\$ 7,500.00
Christian, Lisa	Professional Staff	\$ 5,750.00
Cooke, Corey	Associate Counsel	\$ 3,250.00
Guggenheim, Andrew	Professional Staff	\$ 7,916.67
Hannah, Joel	Press Secretary	\$ 6,250.00
Hartz, Joseph E	Professional Staff	\$ 8,166.67
Haurek, Alex	Communications Director	\$ 9,583.33
Huff, Andrew	Staff Assistant	\$ 2,916.67
Johnson, Melissa R	Tax Counsel	\$ 9,416.67
Jordan, Darrell H	Communications Director	\$ 8,166.67
Karellas, Andreas P	Professional Staff	\$ 8,333.33
Lake, Anna	Clerk	\$ 4,416.67
Landeros, Clarinda	Deputy Chief of Staff	\$ 8,650.00
Leieritz, Jeffrey D	Director of New Media	\$ 3,333.00
Minehardt, Adam	Deputy Staff Director	\$ 12,500.00
Northcutt, Eminence	Procurement Counsel	\$ 9,416.67
Murphy, Emily	Senior Counsel	\$ 12,000.00
Oliver, Janet L	Deputy Chief Counsel	\$ 12,000.00
Pelletier, Justin M	Banking Counsel	\$ 9,416.67
Pineles, Barry	Chief Counsel	\$ 14,000.00
Ratto, Mark Peter	Professional Staff	\$ 7,500.00
Salley, Lori Ann	Staff Director	\$ 14,375.00
Sass, Paul J	Deputy Chief of Staff	\$ 13,500.00
Smith, Buffy Renee	Scheduler	\$ 4,583.33
Ziebarth, Viktoria	Counsel	\$ 7,916.67