

SCRID BOARD MEETING
Friday August 11, 2017
SCRID Financial Report July 2017

July 2017

- I. Numerous communications with Board and Committee members for Treasurer and organization business, including:
 - a. Sharing Membership and CMP records of payment (PayPal, Wild Apricot, and Wells Fargo) with each committee
 - b. Emails/Texts with Peggy collaborating for RID Conference expenses
 - c. Email/texts with Peggy regarding categorization of expenses and reimbursement of expenses

- II. Made a journal entry at fiscal year-end to reconcile WF Bank records and QB records to match. The discrepancy happened before January 2015 and continuing to look for it would require a huge time commitment.

- III. Conducted Audit meeting to verify fiscal year 2016-2017 records.

- IV. Write checks to reimburse for expenses. Accumulate, organize, and file receipts.

- V. Conference call between Peggy, Bob, and myself, Anne, to organize and streamline procedures inside Wild Apricot as well as discuss issues. The charges of \$.01 were a result of membership technicality, which Bob was to make an adjustment in system.

- VI. Accounting work inside QB and PayPal, including finalizing all fiscal year end records.

- VII. Meeting with Peggy to streamline Treasurer's duties and set up organizational strategies for this new fiscal year.

- VIII. Begin a set-up of Budget for fiscal year 2017-2018.

- IX. Work with Peggy, Cindy, and myself to update all PayPal records to reflect the change in Treasurer to Anne Jackson. (Successful finally!)

- X. Organization of computer as an ongoing process.