

Vancouver Intergroup Treasurer's Report - May 2022

Dear Vancouver Intergroup,

We have started to work on a few projects that will take some time to execute. Please refer to last month's report for a list of findings and ideas. Below are some that have been initiated.

- We are in progress of getting a formalized scope of work and potentially additional support from the CPA. *In progress.*
- We have started investigating automated payroll services to re-allocate CPA time for additional support. *In progress.*
- LeAnne documented all office processes. Next step is to review for automation, planning to do this with a few other members. *Initial draft complete.*

This past month, we saw a substantial decrease in expenses. This was probably due to a pay cycle carrying over to March because of the shortened month. This may lead to a larger payroll expense in March. Some highlights/comments on the report are below:

- **Total income was \$5,9954.29**
 - Merchandise sales were \$2,810.29. A slight decrease from the previous period.
 - Group contributions were \$2,409.82. A substantial increase from the previous period.
 - Individual contributions were \$580. A slight increase from the previous period.
 - We also had miscellaneous contributions of \$194.99 in the period
- COGS were up significantly from the previous period, again, this is due to how we track our inventory so not a very important number to track unless we change our accounting process.
- Our **total expenses were \$6,180.90**. Spending was up slightly from the previous period due to rent for May showing up as an April expense. The check was cut on the last day of the month to make the first of the month, which fell on the weekend. This should result in lower expenses in May
- Total cash on hand is **\$27,786.23**. This was a \$1,140.95 decrease from the previous month. The primary explanation is the early rent payment, but this will be verified in the next report.
 - Prudent reserve has **\$13,004.53**. This amount is basically unchanged other than small interest accruals.
 - The main checking account ended the month with **\$13,381.70**. This account saw a decrease of \$1,140 from the previous month.
 - The event account has **\$1,400**. This was unchanged.
- We will need to continue monitoring retail sales, expenses and group contributions to assess the sustainability of current expense levels, but there is nothing in this past month's statement that raises any alarms. Our net cash burn is still minimal.

Yours in Service,
Alex
Treasurer

Vancouver Area Intergroup
Profit & Loss
April 2022

	Apr 22	Mar 22	\$ Change	% Change	Apr 21	\$ Change	% Change
Ordinary Income/Expense							
Income							
AA	1,111.55	1,076.85	32.70	3.0%	1,029.50	82.05	80%
Non AA	1,698.74	2,015.85	(317.11)	(15.7)%	1,564.43	134.31	85%
Total Income	2,810.29	3,094.70	(284.41)	(9.2)%	2,593.93	216.36	85%
Cost of Goods Sold							
AA -	1,617.39	863.65	753.74	87.3%	807.41	809.98	1003%
Non AA -	743.11	845.11	(102.00)	(12.1)%	650.22	92.89	143%
5000 - Cost of Goods Sold	74.30	167.54	(93.24)	(55.7)%	66.93	7.37	110%
Total COGS	2,434.80	1,876.30	558.50	29.8%	1,524.56	910.24	597%
Gross Profit	375.49	1,218.40	(842.91)	(69.2)%	1,069.37	(693.88)	(649)%
Expense							
Card Merchant Services	5.00	63.75	(58.75)	(92.2)%	66.45	(61.45)	(925)%
Office Supplies	93.29	274.91	(181.62)	(66.1)%	130.70	(37.41)	(285)%
Other Expenses	69.98	115.22	(45.24)	(39.3)%	114.07	(44.09)	(387)%
Payroll Expenses	3,251.45	2,448.89	802.56	32.8%	3,551.52	(300.07)	(85)%
Rents	2,336.96	1,217.27	1,119.69	92.0%	1,212.24	1,124.72	928%
Telephone & Utilities	424.22	279.50	144.72	51.8%	510.68	(86.46)	(169)%
Total Expense	6,180.90	4,399.54	1,781.36	40.5%	5,585.66	595.24	107%
Net Ordinary Income	(5,805.41)	(3,181.14)	(2,624.27)	(82.5)%	(4,516.29)	(1,289.12)	(285)%
Other Income/Expense							
Other Income							
Contributions							
Contributions - Groups	2,409.82	1,757.41	652.41	37.1%	1,991.91	417.91	21.0%
Contributions - Individuals	580.00	486.07	93.93	19.3%	1,320.87	(740.87)	(56.1)%
Contributions - Miscellaneous	194.99	71.84	123.15	171.4%	0.00	194.99	100.0%
Contributions - Other	0.00	0.00	0.00	0.0%	50.00	(50.00)	(100.0)%
Total Contributions	3,184.81	2,315.32	869.49	37.6%	3,362.78	(177.97)	(5.3)%
Miscellaneous Income							
Copies	12.32	11.68	0.64	5.5%	0.00	12.32	100.0%
Interest Income	0.32	0.33	(0.01)	(3.0)%	0.00	0.32	100.0%
Total Miscellaneous Income	12.64	12.01	0.63	5.3%	0.00	12.64	100.0%
Total Other Income	3,197.45	2,327.33	870.12	37.4%	3,362.78	(165.33)	(4.9)%
Net Other Income	3,197.45	2,327.33	870.12	37.4%	3,362.78	(165.33)	(4.9)%
Net Income	(2,607.96)	(853.81)	(1,754.15)	(205.5)%	(1,153.51)	(1,454.45)	(128.1)%



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STATEMENT OF ACCOUNTS

Statement Period: 04/01/2022 - 04/30/2022

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		Beginning Balance	Withdrawals/ Fees	Deposits	Dividends/ Interest	Ending Balance
		14,522.97	6,985.38	5,844.11		13,381.70
Date	Transaction Description	Debits	Credits	Balance		
04/01	External Withdrawal BCM 877-861-8008 - CASH C&D	5.00		14,517.97		
04/01	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		133.85	14,651.82		
04/04	External Withdrawal MERCHANT SERVICE MERCHANT ACTIVITY - MERCH FEE 8028043704	77.96		14,573.86		
04/04	External Withdrawal MT HAMILTON HOLD - SALE	1092.03		13,481.83		
04/04	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		102.98	13,584.81		
04/05	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		194.20	13,779.01		
04/05	Check 8860	1212.05		12,566.96		
04/06	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		27.15	12,594.11		
04/07	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		114.46	12,708.57		
04/08	Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS	712.75		11,995.82		
04/11	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		1.95	11,997.77		
04/12	External Withdrawal THE HARTFORD NWTBS CL SCIC ACH C - NWTBCLSCIC 4188548	49.98		11,947.79		
04/12	Deposit		606.43	12,554.22		
04/12	Deposit		559.40	13,113.62		
04/12	External Withdrawal LEASE SERVICES - ACH PYMTS	138.25		12,975.37		
04/13	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		36.31	13,011.68		
04/14	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		241.46	13,253.14		
04/15	External Withdrawal IRS - USATAXPYMT 270250540263777	564.12		12,689.02		

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Date	Transaction Description	Debits	Credits	Balance
04/15	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		74.19	12,763.21
04/18	External Withdrawal COMCAST 8778101 800-COMCAST - 014783368	179.51		12,583.70
04/18	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		105.97	12,689.67
04/18	Deposit		933.59	13,623.26
04/18	Deposit		197.06	13,820.32
04/19	Check 8861	1093.95		12,726.37
04/19	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		42.00	12,768.37
04/20	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		8.56	12,776.93
04/21	External Withdrawal QUENCH USA, INC. - 6109304000 M63669090561	179.03		12,597.90
04/21	External Withdrawal CLARK UTILITIES ELECT BILL - CLARKPUB	65.68		12,532.22
04/21	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		19.51	12,551.73
04/21	Point Of Sale Withdrawal DOLLAR TREE 10721 NE SANDY BLVDPORTLAND ORUS	12.80		12,538.93
04/21	Point Of Sale Withdrawal USPS PO 54882003 VANCOUVER WAUS	58.00		12,480.93
04/22	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		64.49	12,545.42
04/25	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		180.11	12,725.53
04/25	Deposit		1467.54	14,193.07
04/25	Deposit		180.30	14,373.37
04/26	Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS	7.60		14,365.77
04/26	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		146.88	14,512.65
04/27	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		66.94	14,579.59
04/28	Point Of Sale Withdrawal CHOICES BOOKS AND GNEW YORK NYUS	400.50		14,179.09
04/28	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		50.29	14,229.38
04/28	Point Of Sale Withdrawal DOLLAR TREE 7809B NE VANCOUVER VANCOUVER WAUS	9.49		14,219.89
04/29	Point Of Sale Withdrawal ROYAL BUSINESS SYSTSPokane WAUS	14.65		14,205.24
04/29	External Deposit PAYPAL TRANSFER - TRANSFER		194.99	14,400.23
04/29	External Withdrawal MT HAMILTON HOLD - SALE	1092.03		13,308.20
04/29	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		93.50	13,401.70
04/29	Check 8862	20.00		13,381.70
Total Credits	(26)			\$5,844.11
Total Debits	(20)			\$6,985.38

Checks Paid

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
8860	04/05	1,212.05	8861	04/19	1,093.95	8862	04/29	20.00

(* alerts you to an out-of-sequence check number)



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		Beginning Balance	Withdrawals/ Fees	Deposits	Dividends/ Interest	Ending Balance
0.03% Annual Percentage Yield Earned for 30 day period		13,004.21		0.00	0.32	13,004.53
Average Daily Balance: \$13,004.21						
Year-to-date dividends: \$1.28						
Date	Transaction Description	Debits		Credits	Balance	
04/30	Credit Interest			0.32	13,004.53	
Total Credits	(1)				\$0.32	
Total Debits	(0)				\$0.00	

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		Beginning Balance	Withdrawals/ Fees	Deposits	Dividends/ Interest	Ending Balance
0.03% Annual Percentage Yield Earned for 30 day period		13,004.21		0.00	0.32	13,004.53
Average Daily Balance: \$13,004.21						
Year-to-date dividends: \$1.28						
Date	Transaction Description	Debits		Credits	Balance	
04/30	Credit Interest			0.32	13,004.53	
Total Credits (1)					\$0.32	
Total Debits (0)					\$0.00	

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