

Vancouver Intergroup Treasurer's Report - June 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.

- 1) We had a call with our new CPA contact to map out several projects to do more with the accounting systems in the office
 - a) Payroll system optimization using Gusto - they will quote a discounted accountant license and how much fee it would be for them to do it vs. us do it in house. ***In progress - looking to complete in next 1-2 months.***
 - b) Accounting process/system review - we will provide a 6/30/22 accounting copy to the CPA for a review to reconcile balance sheet issues, assess current version of our accounting software and general areas for improvements. ***Starting July***
 - c) We will assess migration of our on premise QuickBooks system to QuickBooks Online (QBO) and any possible impacts. ***After a) and b)***
 - i) We will also do a review of our merchant and POS system with the CPA to assess opportunities for cost savings and potential for consolidation with QBO+
 - ii) With QBO+ migration we should also be able to streamline and automate billpays, receive payments, etc. to reduce number of physical checks in and out
 - iii) We will also combine this effort with Venmo, cashApp or other transfer services for easier and free transfers from groups
 - d) Before executing c) we will gather cost/benefit, time and other considerations for input from the groups
- 2) We will create a finance subcommittee of 2 people to work with the Treasurer, Office Manager and CPAs to improve the processes and reporting. ***I need help due to non-AA commitments taking more of my time than anticipated so please reach out to me if you can be of service.***

This past month, we saw a substantial decrease in expenses due to the rent paid early in April and payroll cycles. Some highlights/comments on the report are below:

- **Total income was \$6,678.71**
 - Merchandise sales were \$2,655.97. A slight decrease from the previous period.
 - Total contributions were \$4,022.74. A substantial increase from the previous period.
 - We also had miscellaneous contributions of \$5 in the period
- COGS were down 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 \$2,359.74**. Spending was down substantially 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.

- Total cash on hand is **\$29,040.72**. This was a \$1,254.49 increase from the previous month. The primary explanation is the early rent payment and strong contributions. ***We do expect taxes and other items to hit in June reporting causing this number may decrease depending on contribution levels in June.***
 - Prudent reserve has **\$13,004.86**. This amount is basically unchanged other than small interest accruals.
 - The main checking account ended the month with **\$14,635.86**. This account saw an increase of \$1,254.16 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 Monthly Comparison May 2022

	May 22	Apr 22	\$ Change	% Change	May 21	\$ Change	% Change
Ordinary Income/Expense							
Income							
AA	954.37	1,111.55	(157.18)	(14.1)%	610.43	343.94	56.3%
Non AA	1,701.60	1,698.74	2.86	0.2%	1,305.50	396.10	30.3%
Total Income	2,655.97	2,810.29	(154.32)	(5.5)%	1,915.93	740.04	38.6%
Cost of Goods Sold							
AA -	705.40	1,617.39	(911.99)	(56.4)%	460.07	245.33	53.3%
Non AA -	745.57	743.13	2.44	0.3%	572.41	173.16	30.3%
5000 - Cost of Goods Sold	55.46	74.30	(18.84)	(25.4)%	60.88	(5.42)	(8.9)%
Total COGS	1,506.43	2,434.82	(928.39)	(38.1)%	1,093.36	413.07	37.8%
Gross Profit	1,149.54	375.47	774.07	206.2%	822.57	326.97	39.8%
Expense							
Card Merchant Services	0.00	5.00	(5.00)	(100.0)%	60.50	(60.50)	(100.0)%
Fundraising Expenses	316.00	0.00	316.00	100.0%	0.00	316.00	100.0%
Office Supplies	69.55	93.29	(23.74)	(25.5)%	83.05	(13.50)	(16.3)%
Other Expenses	0.00	69.98	(69.98)	(100.0)%	244.16	(244.16)	(100.0)%
Payroll Expenses	1,974.19	3,251.45	(1,277.26)	(39.3)%	2,446.56	(472.37)	(19.3)%
Rents	0.00	2,336.96	(2,336.96)	(100.0)%	1,226.60	(1,226.60)	(100.0)%
Telephone & Utilities	0.00	424.22	(424.22)	(100.0)%	246.73	(246.73)	(100.0)%
66900 - Reconciliation Discrepancies	0.00	0.00	0.00	0.0%	(27.72)	27.72	100.0%
Total Expense	2,359.74	6,180.90	(3,821.16)	(61.8)%	4,279.88	(1,920.14)	(44.9)%
Net Ordinary Income	(1,210.20)	(5,805.43)	4,595.23	79.2%	(3,457.31)	2,247.11	65.0%
Other Income/Expense							
Other Income	4,022.74	3,184.81	837.93	26.3%	2,262.29	1,760.45	77.8%
Contributions	5.00	12.64	(7.64)	(60.4)%	0.24	4.76	1,983.3%
Miscellaneous Income	4,027.74	3,197.45	830.29	26.0%	2,262.53	1,765.21	78.0%
Total Other Income	4,027.74	3,197.45	830.29	26.0%	2,262.53	1,765.21	78.0%
Net Other Income	4,027.74	3,197.45	830.29	26.0%	2,262.53	1,765.21	78.0%
Net Income	2,817.54	(2,607.98)	5,425.52	208.0%	(1,194.78)	4,012.32	335.8%



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Questions? Please call: (800) 699-4009



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Thank you for your patience during our statement delivery delay - our members are THE BEST! We hope you find this month's new statement format easy to understand and useful.



FreeB Business Checking **5662

FreeB Business Checking **5662		Beginning Balance	Withdrawals/ Fees	Deposits	Ending Balance
		\$13,381.70	\$5,925.68	\$7,179.84	\$14,635.86
Date	Transaction Description	Debits	Credits	Balance	
05/02	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$147.25	\$13,528.95	
05/02	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$20.00	\$13,548.95	
05/02	External Withdrawal MERCHANT SERVICE MERCHANT ACTIVITY - MERCH FEE 8028043704	\$59.71		\$13,489.24	
05/03	Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS	\$535.80		\$12,953.44	
05/03	External Withdrawal WA DEPT REVENUE - TAX PYMT 8683194	\$610.74		\$12,342.70	
05/03	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$82.44	\$12,425.14	
05/04	Point Of Sale Withdrawal RECOVERY EMPORIUM 888-798-3496 WVUS	\$61.08		\$12,364.06	
05/04	External Withdrawal BCM 877-861-8008 - CASH C&D	\$5.00		\$12,359.06	
05/04	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$170.04	\$12,529.10	
05/04	Check 8867	\$998.36		\$11,530.74	
05/04	Check 8864	\$7.64		\$11,523.10	
05/05	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$100.86	\$11,623.96	
05/05	Check 8866	\$73.02		\$11,550.94	
05/06	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$57.73	\$11,608.67	
05/06	Check 8865	\$300.67		\$11,308.00	
05/09	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$152.68	\$11,460.68	
05/09	Deposit		\$1,596.76	\$13,057.44	
05/09	Check 8863	\$177.00		\$12,880.44	
05/09	Deposit		\$410.12	\$13,290.56	
05/10	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$144.21	\$13,434.77	
05/11	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$29.00	\$13,463.77	
05/12	External Withdrawal THE HARTFORD NWTBS CL SCIC ACH C - NWTBCLSCIC 4188548	\$49.98		\$13,413.79	
05/12			\$79.02		

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Date	Transaction Description	Debits	Credits	Balance
	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704			\$13,492.81
05/12	Point Of Sale Withdrawal ROYAL BUSINESS SYSTSPOKANE WAUS	\$197.85		\$13,294.96
05/12	External Withdrawal LEASE SERVICES - ACH PYMTS	\$138.25		\$13,156.71
05/13	External Withdrawal IRS - USATAXPYMT 270253335050807	\$517.20		\$12,639.51
05/13	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$74.47	\$12,713.98
05/16	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$162.32	\$12,876.30
05/18	Point Of Sale Withdrawal CHOICES BOOKS AND GNEW YORK NYUS	\$266.35		\$12,609.95
05/18	External Withdrawal COMCAST 8778101 800-COMCAST - 014783368	\$179.37		\$12,430.58
05/18	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$36.86	\$12,467.44
05/19	Point Of Sale Withdrawal HAZELDEN PUBLISHING651-213-4005 MNUS	\$390.15		\$12,077.29
05/19	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$87.27	\$12,164.56
05/20	External Withdrawal CLARK UTILITIES ELECT BILL - CLARKPUB	\$65.68		\$12,098.88
05/20	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$98.65	\$12,197.53
05/23	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$75.99	\$12,273.52
05/23	Check 8869	\$975.83		\$11,297.69
05/23	Deposit		\$403.10	\$11,700.79
05/23	Deposit		\$2,255.96	\$13,956.75
05/24	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$69.81	\$14,026.56
05/24	Check 8868	\$316.00		\$13,710.56
05/25	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$155.55	\$13,866.11
05/26	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$19.51	\$13,885.62
05/27	External Deposit PAYPAL TRANSFER - TRANSFER		\$190.30	\$14,075.92
05/27	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$58.38	\$14,134.30
05/31	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$501.56	\$14,635.86
Total Credits (26)				\$7,179.84
Total Debits (20)				\$5,925.68

Check#	Date	Amount	Check#	Date	Amount	Check#	Date	Amount
8863	05-09	\$177.00	8866	05-05	\$73.02	8869	05-23	\$975.83
8864	05-04	\$7.64	8867	05-04	\$998.36			
8865	05-06	\$300.67	8868	05-24	\$316.00			





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Business Money Market Checking
****5753**

Beginning Balance	Dividends/ Interest	Withdrawals/ Fees	Deposits	Ending Balance
\$13,004.53	\$0.33	\$0.00	\$0.00	\$13,004.86

Date	Transaction Description	Debits	Credits	Balance
05/31	Credit Interest		\$0.33	\$13,004.86

Total Credits	(1)	\$0.33
Total Debits	(0)	\$0.00

Summary of Overdraft and Returned Item Fees

	Total For This Period	Total Year-To-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00





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FreeB Business Checking **5696	Beginning Balance	Withdrawals/ Fees	Deposits	Ending Balance
	\$1,400.00	\$0.00	\$0.00	\$1,400.00

Total Credits (0)	\$0.00
Total Debits (0)	\$0.00

Summary of Overdraft and Returned Item Fees		
	Total For This Period	Total Year-To-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

