

Vancouver Intergroup Treasurer's Report - August 2022

Dear Vancouver Intergroup,

We have started to work on a few projects that will take some time to execute. Below are some that have been initiated with updates.

- 1) We are working with our CPA contact to execute several projects to do more with the accounting systems in the office
 - a) Payroll system optimization using Gusto - this system will save us \$20-30/month, be easier to use and will have a better system for accounting controls of payroll.. **System setup looking to implement in August.**
 - 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 in August/September**
 - 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) Have created a finance subcommittee of 2 people to work with the Treasurer, Office Manager and CPAs to improve the processes and reporting. Paul O. and Tony B. have kindly volunteered. We welcome others to help. We had our first meeting on August 4th. The team will support the treasurer with projects and reporting. After initial spin-up, **we will hold an open session inviting groups to attend and provide input on improved reporting. We will announce it to the intergroup once it is scheduled.**

Some highlights/comments on the report are below:

- **Total income was \$7,691.81**
 - Merchandise sales were \$2,465.40. A significant increase from the previous period but still down from the same period in 2021.
 - Total contributions were \$5,226.41. A substantial increase from the previous period and a slight increase from same period in 2021. **This has been normal with groups doing their splits at different times. This also included proceeds from a fundraiser.**
- COGS were down slightly 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 \$6,441.97**. Spending was up substantially from the previous period due to an extra pay period in the month, which should even out in August. We are continuing to monitor expenses.
- Total cash on hand is **\$28,651.76**. This was an \$1,895.45 increase from the previous month.
 - Prudent reserve has **\$13,007.01**. This amount is basically unchanged other than small interest accruals.
 - The main checking account ended the month with **\$14,244.75**. This account saw an increase of \$1,893.79 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 cash needs of the Intergroup. The June trends were reversed in July.

Yours in Service,
Alex
Treasurer



PO Box 324 Vancouver, WA 98666-0324

Statement Start	07/01/2022
Statement End	07/31/2022
Member Number	XXXXXXXXXX
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Questions? Please call: (800) 699-4009



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FreeB Business Checking **5662		Beginning Balance	Withdrawals/ Fees	Deposits	Ending Balance
		\$12,350.98	\$7,053.24	\$8,947.61	\$14,244.75
Date	Transaction Description	Debits	Credits	Balance	
07/01	External Withdrawal BCM 877-861-8008 - CASH C&D	\$5.00		\$12,345.98	
07/01	Point Of Sale Withdrawal MICROSOFT REDMOND WAUS	\$8.96		\$12,337.02	
07/05	External Withdrawal MERCHANT SERVICE MERCHANT ACTIVITY - MERCH FEE 8028043704	\$48.41		\$12,288.61	
07/05	External Withdrawal MT HAMILTON HOLD - SALE	\$1,092.03		\$11,196.58	
07/05	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$161.73	\$11,358.31	
07/06	Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS	\$145.20		\$11,213.11	
07/06	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$179.40	\$11,392.51	
07/06	Check 8872	\$1,078.94		\$10,313.57	
07/07	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$84.01	\$10,397.58	
07/08	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$81.03	\$10,478.61	
07/11	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$187.25	\$10,665.86	
07/11	Deposit		\$385.38	\$11,051.24	
07/11	Deposit		\$127.90	\$11,179.14	
07/12	Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS	\$334.40		\$10,844.74	
07/12	External Withdrawal THE HARTFORD NWTBS CL SCIC ACH C - NWTBCLSCIC 4188548	\$49.98		\$10,794.76	
07/12	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$216.58	\$11,011.34	
07/12	External Withdrawal LEASE SERVICES - ACH PYMTS	\$139.29		\$10,872.05	
07/13	External Withdrawal IRS - USATAXPYMT 270259481460881	\$540.96		\$10,331.09	
07/13	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$54.26	\$10,385.35	
07/14	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$138.21	\$10,523.56	
07/15	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$199.99	\$10,723.55	
07/16	Point Of Sale Withdrawal Audible*SK9QR3Y73 Amzn.com/bill NJUS	\$16.21		\$10,707.34	

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Date	Transaction Description	Debits	Credits	Balance
07/18	External Withdrawal COMCAST 8778101 800-COMCAST - 014783368	\$179.37		\$10,527.97
07/18	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$23.58	\$10,551.55
07/18	Deposit		\$1,999.32	\$12,550.87
07/18	Deposit		\$374.58	\$12,925.45
07/19	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$120.65	\$13,046.10
07/19	Check 8875	\$1,057.41		\$11,988.69
07/19	Point Of Sale Withdrawal RECOVERY EMPORIU San Jose CAUS	\$118.42		\$11,870.27
07/20	Point Of Sale Withdrawal IN *THE LATEST THIN949-5748901 CAUS	\$445.50		\$11,424.77
07/20	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$93.07	\$11,517.84
07/21	Point Of Sale Withdrawal IN *THE LATEST THIN949-5748901 CAUS	\$136.50		\$11,381.34
07/21	External Withdrawal QUENCH USA, INC. - 6109304000 M63822590068	\$179.03		\$11,202.31
07/22	External Withdrawal CLARK UTILITIES ELECT BILL - CLARKPUB	\$49.35		\$11,152.96
07/22	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$248.94	\$11,401.90
07/22	Check 8876	\$200.00		\$11,201.90
07/22	Deposit		\$1,723.00	\$12,924.90
07/22	Deposit		\$225.04	\$13,149.94
07/22	Deposit		\$1,075.66	\$14,225.60
07/25	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$134.41	\$14,360.01
07/26	Check 8879	\$74.87		\$14,285.14
07/26	Check 8877	\$309.82		\$13,975.32
07/27	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$47.97	\$14,023.29
07/27	Check 8874	\$325.58		\$13,697.71
07/27	Check 8878	\$32.95		\$13,664.76
07/28	External Deposit PAYPAL TRANSFER - TRANSFER		\$287.41	\$13,952.17
07/28	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$65.31	\$14,017.48
07/29	Point Of Sale Withdrawal GoToCom*LastPass goto.com MAUS	\$39.06		\$13,978.42
07/29	External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704		\$75.88	\$14,054.30
07/30	Point Of Sale Withdrawal RECOVERY ACCENTS, I2099281423 CAUS	\$446.00		\$13,608.30
07/30	Deposit		\$407.29	\$14,015.59
07/30	Deposit		\$229.76	\$14,245.35
07/31	Excess Cash Use Fee \$680.28 (6 units @ \$0.10/ea)	\$0.60		\$14,244.75
Total Credits (27)				\$8,947.61
Total Debits (26)				\$7,053.84





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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





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Business Money Market Checking
****5753**

Annual Percentage Rate	0.15%	Annual Percentage Yield Earned	0.15%
Average Daily Balance	\$13,005.35	Dividends earned for this period	\$1.66
		YTD Dividends Paid	\$3.76

Beginning Balance	Dividends/ Interest	Withdrawals/ Fees	Deposits	Ending Balance
\$13,005.35	\$1.66	\$0.00	\$0.00	\$13,007.01

Date	Transaction Description	Debits	Credits	Balance
07/31	Credit Interest		\$1.66	\$13,007.01
Total Credits (1)				\$1.66
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



Vancouver Area Intergrup
Profit & Loss YTD Comparison

July 2022

	Jul 22	Jun 22	\$ Change	% Change	Jul 21	\$ Change	% Change	Jan - Jul 22	% YTD
Ordinary Income/Expense									
Income									
AA	739.45	326.20	413.25	126.7%	1,431.17	(691.72)	(48.3)%	5,307.82	13.9%
Non AA	1,725.95	1,340.68	385.27	28.7%	1,675.05	50.90	3.0%	11,374.24	15.2%
Total Income	2,465.40	1,666.88	798.52	47.9%	3,106.22	(640.82)	(20.6)%	16,682.06	14.8%
Cost of Goods Sold	2,200.64	2,521.65	(321.01)	(12.7)%	2,538.46	(337.82)	(13.3)%	12,263.97	17.9%
Gross Profit	264.76	(854.77)	1,119.53	131.0%	567.76	(303.00)	(53.4)%	4,418.09	6.0%
Expense									
Card Merchant Services	53.41	74.87	(21.46)	(28.7)%	63.72	(10.31)	(16.2)%	375.77	14.2%
Fundraising Expenses	200.00	0.00	200.00	100.0%	0.00	200.00	100.0%	516.00	38.8%
Office Supplies	26.96	8.96	18.00	200.9%	38.61	(11.65)	(30.2)%	1,080.24	2.5%
Other Expenses	50.58	660.72	(610.14)	(92.3)%	(107.96)	158.54	146.9%	2,282.94	2.2%
Payroll Expenses	4,432.89	2,841.59	1,591.30	56.0%	2,515.06	1,917.83	76.3%	20,977.12	21.1%
Rents	1,231.32	1,282.04	(50.72)	(4.0)%	1,213.28	18.04	1.5%	9,219.57	13.4%
Telephone & Utilities	446.81	238.52	208.29	87.3%	469.35	(22.54)	(4.8)%	1,906.60	23.4%
66900 - Reconciliation Discrepancies	0.00	0.00	0.00	0.0%	8.50	(8.50)	(100.0)%	0.00	0.0%
Total Expense	6,441.97	5,106.70	1,335.27	26.2%	4,200.56	2,241.41	53.4%	36,348.24	17.7%
Net Ordinary Income	(6,177.21)	(5,961.47)	(215.74)	(3.6)%	(3,632.80)	(2,544.41)	(70.0)%	(31,930.15)	19.3%
Other Income/Expense									
Other Income									
Contributions									
Contributions - Groups	4,699.00	1,621.61	3,077.39	189.8%	3,962.95	736.05	18.6%	18,714.83	25.1%
Contributions - Individuals	240.00	205.00	35.00	17.1%	514.27	(274.27)	(53.3)%	2,660.83	9.0%
Contributions - Miscellaneous	287.41	312.64	(25.23)	(8.1)%	0.00	287.41	100.0%	1,057.18	27.2%
Total Contributions	5,226.41	2,139.25	3,087.16	144.3%	4,477.22	749.19	16.7%	22,432.84	23.3%
Miscellaneous Income	385.44	29.00	356.44	1,229.1%	2.40	383.04	15,960.0%	593.12	65.0%
Total Other Income	5,611.85	2,168.25	3,443.60	158.8%	4,479.62	1,132.23	25.3%	23,025.96	24.4%
Net Other Income	5,611.85	2,168.25	3,443.60	158.8%	4,479.62	1,132.23	25.3%	23,025.96	24.4%
Net Income	(565.36)	(3,793.22)	3,227.86	85.1%	846.82	(1,412.18)	(166.8)%	(8,904.19)	6.3%

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Cash Basis

Vancouver Area Intergroup

Profit & Loss

July 2022

	Jul 22
Ordinary Income/Expense	
Income	
AA	
Sales - AA Merchandise	739.45
Total AA	739.45
Non AA	
Sales - Coins & Medallions	1,258.85
Sales - Miscellaneous	29.00
Sales - Non AA Merchandise	438.10
Total Non AA	1,725.95
Total Income	2,465.40
Cost of Goods Sold	
AA -	
Costs - AA Merchandise	1,153.79
Total AA -	1,153.79
Non AA -	
Costs - Coins & Medallions	769.28
Costs - Inventory Adjustment	0.00
Costs - Non AA Merchandise	199.44
Total Non AA -	968.72
5000 - Cost of Goods Sold	78.13
Total COGS	2,200.64
Gross Profit	264.76
Expense	
Card Merchant Services	53.41
Fundraising Expenses	
Gratitude Dinner	200.00
Total Fundraising Expenses	200.00
Office Supplies	
Postage	18.00
Supplies - Office	8.96
Total Office Supplies	26.96
Other Expenses	
Bank Charges	0.60
Insurance	49.98
Total Other Expenses	50.58
Payroll Expenses	
Dept. of Labor & Industries	74.87
Employment Security Department	342.77
Internal Revenue Service	540.96
Net Wages	3,148.71
Payroll Expenses - Other	325.58
Total Payroll Expenses	4,432.89
Rents	
Copy Machine Lease Payments	139.29
Rent - Building	1,092.03
Total Rents	1,231.32

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08/04/22
Cash Basis

Vancouver Area Intergroup
Profit & Loss
July 2022

	Jul 22
Telephone & Utilities	
Gas & Electric	49.35
Internet Domains	39.06
Telephone	179.37
Water	179.03
Total Telephone & Utilities	446.81
Total Expense	6,441.97
Net Ordinary Income	(6,177.21)
Other Income/Expense	
Other Income	
Contributions	
Contributions - Groups	4,699.00
Contributions - Individuals	240.00
Contributions - Miscellaneous	287.41
Total Contributions	5,226.41
Miscellaneous Income	
Copies	19.44
Unclassified	366.00
Total Miscellaneous Income	385.44
Total Other Income	5,611.85
Net Other Income	5,611.85
Net Income	(565.36)