

Vancouver Intergroup Treasurer's Report - July 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 transition this month.***
 - 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 up to 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 when I first stood for the position so please reach out to me if you can be of service.*** Basic responsibilities below.
 - a) Help treasurer improve reports
 - b) Setting up a new excel based format (ideally just get it via output from QuickBooks) to send along with written format
 - c) Work with treasurer and CPA to add automation and migrations to new services and other modernization projects to improve reporting, reduce cost and maintain continuity
 - d) Help answer questions and/or give the report at the rep meeting when treasurer is unavailable due to other commitments
 - e) Generally work with me, Leanne and CPA to see what we can do to support the office

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 \$3,806.13**

- Merchandise sales were \$1,666.88. A significant decrease from the previous period and year prior. ***We will need to monitor this in July to see if it is an outlier or a new trend.***
- Total contributions were \$2,139.25. A substantial decrease from the previous period and only slight decrease from same period the prior year. ***This has been normal with groups doing their splits at different times so we will also monitor to make sure it is not a new trend.***
- We also had miscellaneous contributions of \$29 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 \$5,129.45**. Spending was up substantially from the previous period due to rent returning to its normal cycle and an increase in other expenses, which included several tax items.
- Total cash on hand is **\$26,756.33**. This was a \$2,284.39 decrease from the previous month. The primary explanation is the drop in merchandise sales and contributions and the periodic tax charges. ***Overall, due to the significant increase in cash balance the prior month, the net impact is still not cause for concern, but we will need to monitor cash balances, spending and income the next couple of months to ensure that June was an outlier and not a new trend.***
 - Prudent reserve has **\$13,005.35**. This amount is basically unchanged other than small interest accruals.
 - The main checking account ended the month with **\$12,350.98**. This account saw a decrease of \$2,284.88 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. We had an increase in net cash burn in June and want to monitor this over the next couple of months to ensure that the trends return to normal.

Yours in Service,
 Alex
 Treasurer



PO Box 324 Vancouver, WA 98666-0324

| | |
|-----------------|------------|
| Statement Start | 06/01/2022 |
| Statement End | 06/30/2022 |
| Member Number | XXXXXXXXXX |
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Questions? Please call: (800) 699-4009



OZ 01 ELECTRONIC SERVICE REQUESTED
VANCOUVER AREA INTERGROUP OF ALCOHOLICS
2203 FAIRMOUNT AVE SUITE A
VANCOUVER WA 98661

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 |
|--------------------------------|--|----------------------|----------------------|-------------|-------------------|
| | | \$14,635.86 | \$6,180.13 | \$3,895.25 | \$12,350.98 |
| Date | Transaction Description | Debits | Credits | Balance | |
| 06/01 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$138.21 | \$14,774.07 | |
| 06/01 | Point Of Sale Withdrawal MSFT *E0300IWD4 MSBILL.INFO WAUS | \$8.96 | | \$14,765.11 | |
| 06/02 | External Withdrawal MERCHANT SERVICE MERCHANT ACTIVITY - MERCH FEE 8028043704 | \$69.87 | | \$14,695.24 | |
| 06/02 | External Withdrawal BCM 877-861-8008 - CASH C&D | \$5.00 | | \$14,690.24 | |
| 06/02 | External Withdrawal MT HAMILTON HOLD - SALE | \$1,092.03 | | \$13,598.21 | |
| 06/03 | Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS | \$203.32 | | \$13,394.89 | |
| 06/03 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$91.43 | \$13,486.32 | |
| 06/06 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$74.75 | \$13,561.07 | |
| 06/07 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$167.48 | \$13,728.55 | |
| 06/07 | Check 8870 | \$1,212.06 | | \$12,516.49 | |
| 06/08 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$18.81 | \$12,535.30 | |
| 06/09 | Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS | \$75.70 | | \$12,459.60 | |
| 06/09 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$6.51 | \$12,466.11 | |
| 06/10 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$48.13 | \$12,514.24 | |
| 06/11 | Point Of Sale Withdrawal AAWS PUBLISHING 212-8703023 NYUS | \$463.05 | | \$12,051.19 | |
| 06/12 | Point Of Sale Withdrawal CHOICES BOOKS AND GNEW YORK NYUS | \$867.85 | | \$11,183.34 | |
| 06/13 | External Withdrawal IRS - USATAXPYMT 270256400910543 | \$550.60 | | \$10,632.74 | |
| 06/13 | External Withdrawal LEASE SERVICES - ACH PYMTS | \$190.01 | | \$10,442.73 | |
| 06/13 | External Withdrawal THE HARTFORD NWTBS CL SCIC ACH C - NWTBCLSCIC 4188548 | \$49.98 | | \$10,392.75 | |
| 06/13 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$80.49 | \$10,473.24 | |
| 06/13 | Deposit | | \$514.11 | \$10,987.35 | |
| 06/15 | | | \$2.71 | | |

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| Statement Start | 06/01/2022 |
| Statement End | 06/30/2022 |
| Member Number | XXXXXXXXXX |
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| Date | Transaction Description | Debits | Credits | Balance |
|--------------------|---|------------|------------|-------------|
| | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | | \$10,990.06 |
| 06/16 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$13.01 | \$11,003.07 |
| 06/17 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$19.51 | \$11,022.58 |
| 06/18 | Point Of Sale Withdrawal RECOVERY ACCENTS, I2099281423 CAUS | \$74.25 | | \$10,948.33 |
| 06/21 | External Withdrawal COMCAST 8778101 800-COMCAST - 014783368 | \$179.37 | | \$10,768.96 |
| 06/21 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$89.97 | \$10,858.93 |
| 06/21 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$187.57 | \$11,046.50 |
| 06/21 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$22.98 | \$11,069.48 |
| 06/22 | External Withdrawal CLARK UTILITIES ELECT BILL - CLARKPUB | \$59.15 | | \$11,010.33 |
| 06/22 | Check 8871 | \$1,078.93 | | \$9,931.40 |
| 06/23 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$57.40 | \$9,988.80 |
| 06/24 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$67.75 | \$10,056.55 |
| 06/27 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$208.39 | \$10,264.94 |
| 06/27 | Deposit | | \$1,296.11 | \$11,561.05 |
| 06/27 | Deposit | | \$316.52 | \$11,877.57 |
| 06/28 | External Deposit PAYPAL TRANSFER - TRANSFER | | \$312.64 | \$12,190.21 |
| 06/28 | External Deposit Columbia Bank - A2A TRNSFR District 7 Alco | | \$25.00 | \$12,215.21 |
| 06/28 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$23.85 | \$12,239.06 |
| 06/30 | External Deposit MERCHANT SERVICE MERCHANT ACTIVITY - MERCH DEP 8028043704 | | \$111.92 | \$12,350.98 |
| Total Credits (24) | | | | \$3,895.25 |
| Total Debits (16) | | | | \$6,180.13 |

| Check# | Date | Amount | Check# | Date | Amount | Check# | Date | Amount |
|--------|-------|------------|--------|-------|------------|--------|------|--------|
| 8870 | 06-07 | \$1,212.06 | 8871 | 06-22 | \$1,078.93 | | | |

| 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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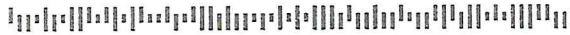
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2203 FAIRMOUNT AVE SUITE A
VANCOUVER WA 98661

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| Business Money Market Checking **5753 | | Beginning Balance | Dividends/ Interest | Withdrawals/ Fees | Deposits | Ending Balance |
|--|-------------------------|----------------------|------------------------|----------------------|----------|-------------------|
| | | \$13,004.86 | \$0.49 | \$0.00 | \$0.00 | \$13,005.35 |
| Date | Transaction Description | | | Debits | Credits | Balance |
| 06/30 | Credit Interest | | | | \$0.49 | \$13,005.35 |
| Total Credits (1) | | | | | | \$0.49 |
| 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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OZ 01 ELECTRONIC SERVICE REQUESTED
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VANCOUVER WA 98661

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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)
Total Debits (0)

\$0.00
\$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 Intergruop

Profit & Loss

June 2022

| | Jun 22 | May 22 | \$ Change | % Change | Jun 21 | \$ Change | % Change |
|-------------------------------|------------|------------|------------|----------|------------|------------|------------|
| Ordinary Income/Expense | | | | | | | |
| Income | | | | | | | |
| AA | | | | | | | |
| Sales - AA Merchandise | 326.20 | 954.37 | (628.17) | (65.8)% | 1,112.40 | (786.20) | (70.7)% |
| Total AA | 326.20 | 954.37 | (628.17) | (65.8)% | 1,112.40 | (786.20) | (70.7)% |
| Non AA | | | | | | | |
| Sales - Coins & Medallions | 948.15 | 1,371.15 | (423.00) | (30.9)% | 827.65 | 120.50 | 14.6% |
| Sales - Miscellaneous | 10.00 | 8.00 | 2.00 | 25.0% | 4.00 | 6.00 | 150.0% |
| Sales - Non AA Merchandise | 382.53 | 322.45 | 60.08 | 18.6% | 437.35 | (54.82) | (12.5)% |
| Total Non AA | 1,340.68 | 1,701.60 | (360.92) | (21.2)% | 1,269.00 | 71.68 | 5.7% |
| Total Income | 1,666.88 | 2,655.97 | (989.09) | (37.2)% | 2,381.40 | (714.52) | (30.0)% |
| Cost of Goods Sold | | | | | | | |
| AA - | 981.08 | 705.40 | 275.68 | 39.1% | 801.10 | 179.98 | 22.5% |
| Non AA - | 1,510.93 | 745.57 | 765.36 | 102.7% | 631.35 | 879.58 | 139.3% |
| 5000 - Cost of Goods Sold | 29.64 | 55.46 | (25.82) | (46.6)% | 118.48 | (88.84) | (75.0)% |
| Total COGS | 2,521.65 | 1,506.43 | 1,015.22 | 67.4% | 1,550.93 | 970.72 | 62.6% |
| Gross Profit | (854.77) | 1,149.54 | (2,004.31) | (174.4)% | 830.47 | (1,685.24) | (202.9)% |
| Expense | 5,106.70 | 3,572.78 | 1,533.92 | 42.9% | 3,692.12 | 1,414.58 | 38.3% |
| Net Ordinary Income | (5,961.47) | (2,423.24) | (3,538.23) | (146.0)% | (2,861.65) | (3,099.82) | (108.3)% |
| Other Income/Expense | | | | | | | |
| Other Income | | | | | | | |
| Contributions | | | | | | | |
| Contributions - Groups | 1,621.61 | 3,625.44 | (2,003.83) | (55.3)% | 1,569.83 | 51.78 | 3.3% |
| Contributions - Individuals | 205.00 | 207.00 | (2.00) | (1.0)% | 954.47 | (749.47) | (78.5)% |
| Contributions - Miscellaneous | 312.64 | 190.30 | 122.34 | 64.3% | 0.00 | 312.64 | 100.0% |
| Total Contributions | 2,139.25 | 4,022.74 | (1,883.49) | (46.8)% | 2,524.30 | (385.05) | (15.3)% |
| Miscellaneous Income | 29.00 | 5.82 | 23.18 | 398.3% | 17.32 | 11.68 | 67.4% |
| Total Other Income | 2,168.25 | 4,028.56 | (1,860.31) | (46.2)% | 2,541.62 | (373.37) | (14.7)% |
| Net Other Income | 2,168.25 | 4,028.56 | (1,860.31) | (46.2)% | 2,541.62 | (373.37) | (14.7)% |
| Net Income | (3,793.22) | 1,605.32 | (5,398.54) | (336.3)% | (320.03) | (3,473.19) | (1,085.3)% |

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07/19/22
Cash Basis

Vancouver Area Intergroup
Profit & Loss
June 2022

| | Jun 22 |
|-----------------------------|------------|
| Ordinary Income/Expense | |
| Income | |
| AA | |
| Sales - AA Merchandise | 326.20 |
| Total AA | 326.20 |
| Non AA | |
| Sales - Coins & Medallions | 948.15 |
| Sales - Miscellaneous | 10.00 |
| Sales - Non AA Merchandise | 382.53 |
| Total Non AA | 1,340.68 |
| Total Income | 1,666.88 |
| Cost of Goods Sold | 2,521.65 |
| Gross Profit | (854.77) |
| Expense | |
| Card Merchant Services | 74.87 |
| Office Supplies | |
| Supplies - Office | 8.96 |
| Total Office Supplies | 8.96 |
| Other Expenses | |
| Insurance | 49.98 |
| Licenses & Taxes | |
| WA Department of Revenue | 610.74 |
| Total Licenses & Taxes | 610.74 |
| Total Other Expenses | 660.72 |
| Payroll Expenses | |
| Internal Revenue Service | 550.60 |
| Net Wages | 2,290.99 |
| Total Payroll Expenses | 2,841.59 |
| Rents | |
| Copy Machine Lease Payments | 190.01 |
| Rent - Building | 1,092.03 |
| Total Rents | 1,282.04 |
| Telephone & Utilities | |
| Gas & Electric | 59.15 |
| Telephone | 179.37 |
| Total Telephone & Utilities | 238.52 |
| Total Expense | 5,106.70 |
| Net Ordinary Income | (5,961.47) |
| Other Income/Expense | 2,168.25 |
| Net Income | (3,793.22) |