

Vancouver Intergroup Treasurer's Report - December 2022

Dear Vancouver Intergroup,

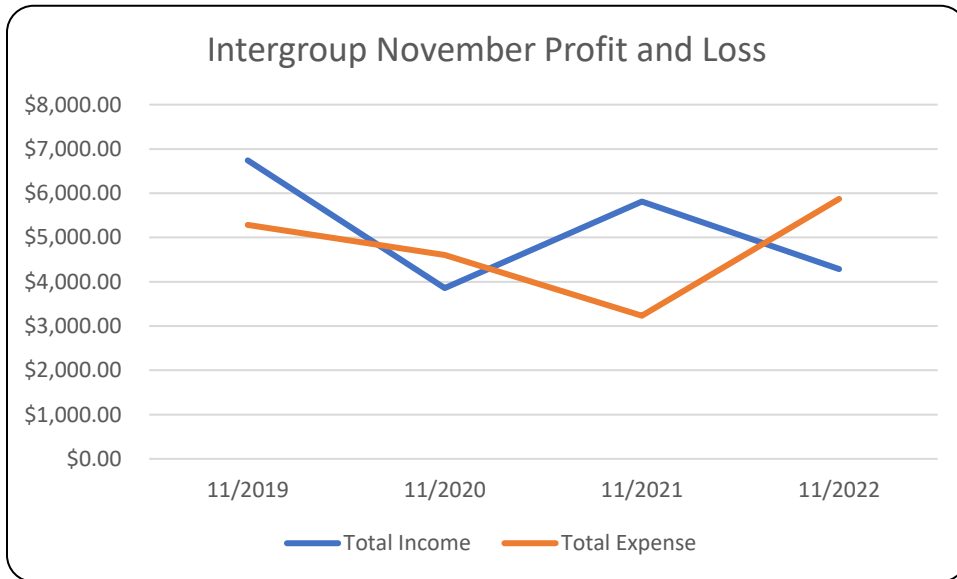
We have continued to work on a few projects that will take some time to execute. Below are some that have been initiated with updates.

- 1) Accounting and Tax Forms
 - a. As it turns out, Matt Lee was only volunteering his time and OPSAHL DAWSON does not provide the services Vancouver Intergroup would be interested in, hence we have stopped working with Matt Lee
 - b. We have reached out to Traci Hartley at THart Accounting & Tax Services, PLLC
 - i. These folks were part of the BLH Accounting fallout and purchased all BLH's customers (including the Vancouver Intergroup).
 - ii. We have started working with Traci and she was able to Produce our 2021 IRS 990 forms and we have since submitted them
 - iii. We are hoping there will not be any fees with the late submissions, but everyone is confident we can have any fee absolved if they occur
- 2) Payroll Processing
 - a. Asure Software as started providing Paystubs and Direct Deposits to Leanne and we are continuing to monitor this ongoing partnership
- 3) Booking and Inventory
 - a. We are continuing with Andrea at Pacific Northwest Small Business Solutions
 - b. We will assess migration of our on-premise QuickBooks system to QuickBooks Online (QBO) and any possible impacts.
 - 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

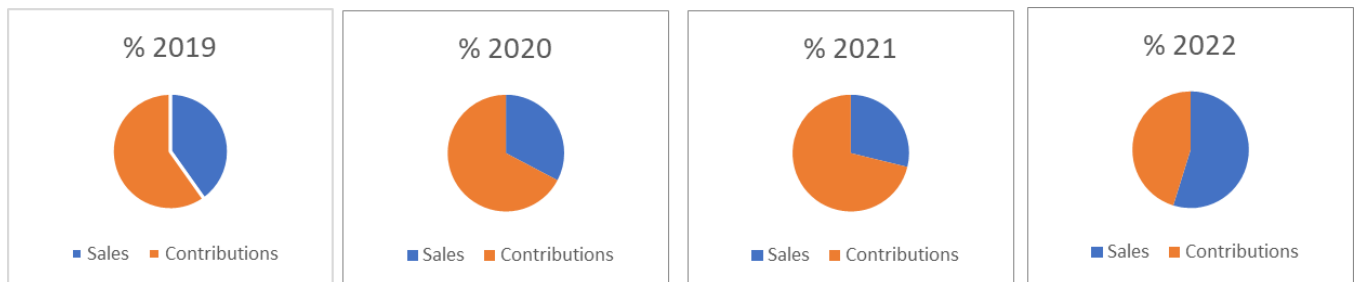
Some highlights/comments on the report are below:

- **Total income was \$10,831.66**
 - Merchandise sales were \$2,349.65
 - Down from \$2,799.05 in Oct
 - Individual and Group contributions were \$1,936.51
 - Down from \$3,384.71
 - Gratitude Dinner Tickets \$4,5250.00
 - Gratitude Dinner Raffles \$2,020.50
- COGS are beginning to normalize with a total amount of \$1,054.04
- **Our total expenses were \$8,570.29**
 - This is above average, but includes some non-regular tax payments
 - \$162.50 Professional Fees for PNW Small Business Solutions

- Gratitude Dinner \$2,604.26
- Cash on hand is **\$968.44**
 - This amount is skewed in part by the Gratitude Dinner (Payroll Expense)
 - Prudent reserve has **\$13,17.37**. This amount is basically unchanged other than small interest accruals.
 - The main checking account ended the month with **\$13,987.34**. This account saw an increase of \$935.44 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.



Note: the above graph excludes the Gratitude Dinner (save for the Payroll Expense)



	Sales	Contributions
% 2019	40%	60%
% 2020	33%	67%
% 2021	29%	71%
% 2022	55%	45%

Vancouver Intergroup Gratitude Dinner Report

BEGINNING

\$0.00

INCOME

Type	Description	Amount
Main Tickets	272 at \$25 per	\$6,800.00
Raffle Tickets	50/50	\$772.00
	Baskets	\$1,220.00
Venue	1 Presbyterian Rental Refund	\$316.00
	Matson Bldg. Deposit Refund	\$300.00
TOTAL INCOME		<u>\$9,408.00</u>

EXPENSES

Type	Description	Amount
Venue	1 Presbyterian Rental	\$316.00
	Matson Bldg. Deposit	\$300.00
Speaker	Milage, etc.	\$215.00
Food	Prime Rib	\$1,689.03
	Veggies	\$202.20
	Costco	\$111.36
Rental	Grill	\$217.00
Decorations		\$325.00
Dishes		\$406.88
Flatware		\$398.40
Payroll		\$661.37
Various		\$244.32
TOTAL EXPENSES		<u>\$5,086.56</u>

ENDING

\$4,321.44