

# Treasurer Report

October 2023

## October Financial Summary

October 2023	
Total contributions Contribuciones totales	\$4,374.52
Total budgeted expenses Gastos totales presupuestados	\$590.99
Contributions less budgeted expenses Contribuciones menos gastos presupuestos	\$3,783.53
Total unbudgeted expenses Gastos totales (no presupuestado)	\$520.43
Contributions less total expenses Contribuciones menos gastos presupuestados	\$3,263.10
Pass-thru balance	26.00

Total cash on hand (incl. \$5000 Prudent Reserve) Efectivo disponible total (incl. \$5000 Reserva Prudente)	\$32,263.10
Amount transferred to the prudent reserve Monto transferido a la reserva prudente	0
Prudent reserve Reserva prudente	\$5,000.00

### Contributions

Contributions in October totaled \$4,374.52. For the year, total contributions equal \$44,479.44, which is 83.7% of the total anticipated contributions for 2023. We're still on track to meet our goal. Contributions will need to average \$4,323.96 in November and December to reach our goal of \$53,127.35.

I have included the Groups' Contributions Report, which is current thru October. It's also located on the Treasurer's page of the Area website. DCMs, please send the report to your GSRs and ask them to distribute to their meetings.

### Expenses

Budgeted expenses for October were \$590.99. Total YTD budgeted expenses is \$2,8501.04, or 53.6% of the total \$53,127.35 budget. Two officers and seven committees still have not submitted expenses so far this year. Please submit payment requests, the form can be found on the Treasurer's page of the Area website.

During the October ACM, seven unbudgeted expense requests (UBER), totaling \$530.10, were approved. Six of these were for budget lines that were over their 2023 allocation (Newsletter, Area Workbooks, Storage, USPS PO Box, Archives Storage, Website Hosting). The Website Hosting request was not needed as there was a double entry on their line that caused an inaccurate over budget amount.

The seventh UBER was for ASL and Spanish interpretation services for the R.O.O.T.S event in November.

### Other Activity

I compared the financial report to the QuickBooks Profit and Loss report and found a few errors on the spreadsheet, all minor. For example, a few contributions were recorded as group contributions that should have been recorded as individual contributions. These are usually meant for a group, but not

enough information was provided. I corrected QuickBooks so they don't accidentally end up on the Groups' Contributions report.

I also added a new total to include items that are categorized as "Other Expenses" in QuickBooks. They include Contributions to GSO, and 2022 Reallocated funds. This should help to ensure the finances reported on the spreadsheet tie to the Profit and Loss report. Both report balance to the penny.

I have started creating the various templates for 2024, including the 2024 Finances Report, and 2025 Budget worksheets. This year I hope to provide more history within budget worksheets for the committee chairs and officers to create their budgets.