

## **Area 8 Finance Committee Meeting Minutes June 12, 2023 @ 6:30pm – 8:00pm (PT)**

**Location: Zoom! Meeting ID: 962 6898 7584 Passcode: 964243**

John opened the meeting with the Declaration of Unity at 6:30pm.

Introductions/In attendance were John. M (Alt. Finance Chair), Lynn E. (Treasurer), Rob R. (Alt. Treasurer), Link S. (Member), Paul K. (IT Chair), and Adrian O. (Area Chair)

May 2023 Minutes were approved, as amended.

### **Financial Report**

- Lynn presented the May Treasurer's Report. Total cash on hand for May is \$23,886.02. Contributions and expenses at the end of May are close to target. However, in 2020 Districts stopped contributing to the Area. As Area finances are now back to normal, District contributions are needed and welcome. Historically, the Area would receive \$1,400-\$3,000 monthly contributions from the Districts.
- All but one of the 2024 budget requests have been received from Area officers and chairs. The total amount requested is \$64,855, a 22% increase over the 2023 budget (and 76% over actual spending on 2022 budgeted expenses). Lynn shared the 2024 Budget Development: Background which looked at unemployment, inflation, and other measures for guidance in developing our 2024 budget.
- Rob shared the May bank statement and reconciliation report.

### **Old Business**

Updates on District-13 IRS issues: Nothing back from Parker, yet.

Website Update with Karen: Lynn spoke with Karen, the webservant, yesterday. Progress is ongoing, but slow.

### **New Business**

Discuss submitted budget requests: Lynn reviewed the 2024 Area Budget worksheet which includes the amounts requested by Area officers and committee chairs, and a comparison to 2023 requests. We may need a long Saturday session to review budget requests and complete the 2024 Budget proposal.

Better ways to communicate to the groups about contributions to the area: We stopped sending out paper receipts and currently only acknowledge those receipts where we have an email address, should we change this? Probably. To be revisited next month.

Should we add a disclaimer in the Finance webpage that states contributions are NOT tax exempt? There was general agreement that this was a good idea.

Inventory – (will help with subscription expirations) (Adrian will have input on this topic): To be revisited next month.

Fillable .pdfs or 'Forms' that automatically uploads (smartsheets?): To be revisited next month.

Retention of paper records (September/October discussion): To be revisited next month.

Get a list of the official names of meetings from the registrar: To be revisited next month.

Create a Google drive: To be revisited next month.

The meeting was ended at 8:00pm with the Declaration of Responsibility.

**Next Finance Committee Meeting will be July 10, 2023, at 6:30pm - 8:00pm on Zoom  
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