Treasury Committee Minutes 9-17-13

Start officially at 1:12 after some problems with Skype

Attendees:

Allen C.

Mary Jo L.

Martin C.

* New P&L Statement - Two changes:
  + Change Shipping and Handling back to a separate income category in Distribution Center
  + Rename “Advertising and Marketing” to “Event Outreach,” as the former does not accurately reflect what the expenditure was for.
* Recategorization of Board employee’s wages to fall under the Administrative cost center. This was made retroactive to the start of the year, recognizing that the work this employee does is not directly related to normal Distribution Center activities.
* Recommend raises for three employees. Treasurer will present to the Board along with supporting documentation
* 2013 4Q Budget:
  + Add an unexpected expenses line.
  + Cost of the ABC will generally be spent in 1Q and 2Q each year.
  + Categorizations: Label them revenue and expense projections and reserves for one-time only/variable expenses
* 2014 Budget – to be worked on after fixes made to 4Q of 2013.
* Year end books and how they'll be prepared - tabled
* “Standardized Office Report” spreadsheet still being considered - tabled

Ended at approximately 2:45