

Treasurer's Report
2/11/2024

- Warrants
 - January warrants were provided in advance by the Office Manager.
 - Bank Statements through January 2024 are available in the office.
 - Bank balances are provided separately by the Office Manager.
- Financial Reports and Information
 - Monthly reports were provided by the Office Manager as part of the Board package.
 - They have not yet been reviewed by the Treasurer. Written comments will be provided to the Office Manager with any notable items mentioned to the Overseers during the February meeting.
 - Wilke & Associates made corrections to the 2023 general ledger. A few outstanding items exist which should be resolved by next month.
 - The expectation is that NVC will be able to close out FY2023 in a timely manner.
 - Three separate QBO accounts were created for 2024. Access is available for three users plus an accountant for each account. Currently, the Office Manager and Treasurer each leaving one remaining login available for each department.
 - Combined QBO account will remain until after the 2023 audit. Once that is completed, the information will be archived in a cost-effective manner.
- Audit
 - 2021 Audit continues with Office Manager and Treasurer responding to auditors' questions as they come in.
 - Update to the question regarding the tax commitment was provided.
 - In addition to the error identified previously, the 2020 Annual Report and corresponding Article 4 used the 2020 budget amount instead of the 2021 budget amount.
 - Outstanding, to be provided by the Office Manager, is a list of items in the due to/due from accounts which are all the expenses shared by General, Sewer and Water and paid out of a single, typically General, account. For 2021 consists of both payroll and non-payroll items.
- 2025 Budget Planning
 - Tentative dates for Budget Planning Workshops
 - Meeting 1: 2/17 9:00am
 - Meeting 2: 3/16 9:00 am
 - Meeting 3: 4/27 9:00 am
 - Meeting 4: TBD
 - See attached draft agenda for each meeting.

Draft NVC 2025 Budget Workshop Agendas

Meeting 1 – (2/17)

- 1) Budget overview - format, what has been done so far.
- 2) Input from the Overseers - specifically review the information requested from committee or overseer.
- 3) Capital Budget Planning - identifying capital projects that will be included in the 2024 operating budget.
- 4) Wrap up - next steps (updated budget based on input from Meeting 1 and share updated budget with Overseers).

Meeting 2 – (3/16)

- 1) Budget Overview - review what was provided in Meeting 1 and budget impact.
- 2) Collect any remaining input from Overseers not provided during Meeting 1.
- 3) Review budget sections (not line by line yet, but still major areas).
- 4) 2025 Capital Budget projects (if any).
- 5) Wrap up.

Meeting 3 – (4/27)

- 1) Budget Overview.
- 2) Collect any outstanding budget information, including capital budget.
- 3) Review line by line (with the assumption meetings 1 & 2 collected the major information so that the Overseers are primarily confirming line items).
- 4) Wrap up - focus on finalizing the budget and putting it into a format for discussing with the villagers.