

**Treasurer's Report**  
**04/16/2023**

- **Warrants and Monthly Reports**
  - March warrants were provided to the Overseers on 04/08/2023 for review and signature.
  - March Bank Statements are available in the office.
  - Bank balances as of 04/08/2023 were provided to the Overseers, Officers and NVC Staff. Note balances are as of the transfers detailed below.
- **Finance Committee Update**
  - Finance committee meet on 04/04/2023.
- **Budget Workshops**
  - Draft 2024 budget from 04/08/2023 Overseer Budget workshop is attached.
- **Bookkeeping**
  - March warrants provided by P&A contained significant errors requiring additional work by the office administrator, President, Treasurer and Finance Chair to review and correct.
  - 2023 Budgets (attached) were entered into QBO by class.
  - March 2023 Statement of Activity is attached. However, it is still incorrect due to many not specified or mis-categorized entries. Similarly, the Budget vs Actual report (attached) is incorrect and difficult to use (since it is by class and not properties).
- **NVC Business Office Functions**
  - Office functions continue to be supported by volunteer staff.
- **Payroll**
  - The Payroll Bank account continues to be used for processing payroll.
  - Estimated 2<sup>nd</sup> Quarter amounts were transferred from General, Sewer and Water into the Payroll account and were reflected in the bank account balances provided to the Overseers.
  - Categorization of payroll amounts by department is pending completion by Philbrook & Associates.
- **Audit**
  - The Overseers' approved management response was finalized and provided to anyone who requested the document.
  - Philbrook & Associates has been reminded of the tasks needed to update the General Ledger and then generate the reports needed to confirm acceptance from Purdy Powers for the 2021 Audit. Waiting for a response.
- **Utilities**
  - Loan document between Water and Sewer was executed.
- **Transfers between Departments**
  - The table below outlines the transfers between the Payroll, General, Sewer and Water accounts. All transfer were explained and reviewed by the Overseers and Utilities Trustees both through documentation and during meetings.

Action	Description	Amount	Actual	Date of Transfer
<b>General Checking to Payroll</b>	2nd Qtr Payroll	\$7,504.63	\$7,505.00	04/03/2023
<b>Water Reserve to Sewer</b>	Loan Payment	\$96,000.00	\$96,000.00	04/03/2023
<b>Water Checking to General</b>	Due to General Payroll 2020	\$1,211.68	\$1,211.68	04/08/2023
<b>Water Checking to General</b>	Due to General Non Payroll 2020	\$27,634.64	\$27,634.64	04/08/2023
<b>Water Checking to Payroll</b>	2nd Qtr Payroll	\$16,424.00	\$16,424.00	04/03/2023
<b>Sewer Checking to Payroll</b>	2nd Qtr Payroll	\$18,599.00	\$18,599.00	04/08/2023
<b>Sewer Checking to General</b>	Due to General Payroll 2020	\$38,888.03	\$38,888.03	04/08/2023
<b>Sewer Checking to General</b>	Due to General Non Payroll 2020	\$37,631.95	\$37,631.95	04/08/2023
<b>Funds From General</b>			\$7,505.00	
<b>Funds From Sewer</b>			\$95,118.98	
<b>Funds Fom Water</b>			\$141,270.32	