

Treasurer's Report
02/12/2023

- **Warrants and Monthly Reports**
 - January warrants have been provided in a separate email.
 - January Bank Statements are not yet available. They will be downloaded and available in the office after February 18, 2023.
 - Bank balances as of February 9, 2023 were provided to the Overseers, Officers and NVC Staff.
- **Finance Committee Update**
 - Information in support of developing a 2024 budget was provided to the Finance Committee.
- **Bookkeeping**
 - A meeting was held with Philbrook & Associates to prioritize accounting tasks for 2023 including putting the 2023 budgets into QBO, adding Journal Entries recommended by the Auditors, resolving non-specified entries for 2021 and 2022 and invoice coding and warrant generation for 2023.
- **NVC Business Office Functions**
 - A number of office functions have once again been assumed by volunteer staff including NVC President (Janae Novotny), Overseer (Fred Lincoln) and Treasurer (Wendy Huntoon).
- **Payroll**
 - Payroll bank account has been opened with Bangor Savings. Estimated payroll amounts for Sewer, Water and General were deposited in the account based on the payroll budgets for each department.
- **Audit**
 - The audit committee met in February to review the audit documents and provide input regarding the review and finalization of the audit.
 - Audit documents were reviewed with Peter Fleming from Wilke & Associates and then with Dave Shorette and Erin Powers from Purdy Powers.
 - Additional supporting documentation was provided to Purdy Powers to support the due to/due from amounts on the 2020 balance sheet.
 - Revised audit documents were provided by Purdy Powers on February 10th and are under review. Draft documents are provided to the Overseers for their review.
 - Verbal recommendation by Purdy Powers and Wilke & Associates is for NVC to separate the QBO files for the three departments starting in 2023 in order to simplify the accounting and audit process.
- **Utilities Budgets**
 - Draft budgets were provided to the Utilities Trustees as background for decisions regarding changes in personnel and contracting costs due to the replacement of the Utilities Superintendent starting in January 2023.