

Treasurer's Report
03/12/2023

- **Warrants and Monthly Reports**
 - February warrants will be provided in a separate email.
 - January and February Bank Statements are available in the office.
 - Bank balances as of February 8, 2023 were provided to the Overseers, Officers and NVC Staff.
- **Finance Committee Update**
 - Updated 2024 budget was provided to the Finance Committee. Budget will be updated again based on the comments from the committee.
- **Bookkeeping**
 - Philbrook & Associates were asked about the status of adding the 2020 Audit entries and any additional general ledger corrections needed in order to review the books with Purdy Powers and then schedule a date for the 2021 Audit to begin.
- **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**
 - The Payroll Bank account continues to be used for processing payroll. Estimated 2nd Quarter amounts will be determined in March and then deposited in the account.
 - Payroll entries into the correct properties/departments is pending providing Philbrook & Associated the hourly information for staff split across the three departments.
- **Audit**
 - 2020 Audited Financial Statements were provided to the Overseers electronically with a bound copy available in the office. The 2020 Audited Financial Statements were posted on the nvcmaine.org website.
 - A draft management response to the audit will be provided to the Utility Trustees and the Overseers in a separate email.
- **Utilities**
 - The due to/due from amounts from 2020 will be processed in March.
 - Documents codifying the loan from Water to Sewer need to be drafted and reviewed.