

Treasurer's Report
05/14/2023

- **Warrants and Monthly Reports**
 - April warrants are provided under separate cover.
 - Bank Statements have not yet been downloaded but will be available in the office later in the month.
 - Bank balances as of 05/11/2023 were provided to the Overseers, Officers and NVC Staff.
- **Finance Committee Update**
 - Finance committee met on 05/11/2023.
- **Budget Workshops**
 - Draft 2024 budget from 04/29/2023 Overseer Budget workshop is attached.
- **Bookkeeping**
 - Bonds associated with the March 2023 warrants were not paid correctly. President, Treasurer and Finance Chair needed to intercede, including overnighting handwritten checks to correctly pay the invoices.
 - April 2023 Budget vs Actuals were provided to the Overseer. However, it is still incorrect including does not include the payroll, has mis-categorized entries, and has not specified entries when done by properties.
- **NVC Business Office Functions**
 - Office functions continue to be supported by volunteer staff.
- **Payroll**
 - Categorization of payroll amounts by department and input into QBO is still pending completion by Philbrook & Associates.
- **Audit**
 - Philbrook & Associates has still not completed the tasks needed to update the General Ledger and then generate the reports needed to confirm acceptance from Purdy Powers for the 2021 Audit.
- **Utilities**
 - Invoice for the quarterly payment of the loan between Water and Sewer has not been done.
- **Outstanding Accounting Tasks:**
 - Listed by year, starting in 2023, these are the outstanding items to get NVC's general ledger up to date and in a form which can be audited:
 - Correct 2023 QBO entries, including by properties.
 - Divide up and correctly enter payroll information to date.
 - Determine the process for dividing up and entering payroll information going forward.
 - Determine process for generating accurate monthly reports (Budget vs Actual).
 - Separate QBO files into three departments Sewer, Water, General
 - Correct 2022 QBO general ledger.
 - Identify due to/due from for 2022.

- Correct 2021 QBO ledger, including statement of activities and statement of financial position by properties. (Much of this is already done).
- Review due to/due from. Most of this is done. I believe it is the non-payroll that needs to be corrected.
- Enter in the JE from the 2020 audit and generate corrected statement of financial activity and statement of financial position for each department.