

WES PTO Treasurer Report

2020-06-03

The school year has completed without much further activity. This year's check-writing and credit card usage will cease on 2020-06-12, as agreed last month, to facilitate the financial audit and handover to next year's incoming treasurer.

- I've created a new financial workbook for next year and seeded it with a proposed budget. See last month's report for detailed notes on the budgeting process I used.
- I'll prepare our annual taxes later this month so the incoming treasurer won't have to do them next year and so we can include them in the audit.
- The audit committee of Deborah Cardoso (the 2020-21 treasurer), Maile Aiwohi, and Leigh Andrus will begin its audit later this month once the books are closed.
- Staff Appreciation ended up spending 130% of its \$2,400 budget. Some but not all of these unanticipated costs were due to pandemic-related adjustments.
- 5th Grade spent only 35% of its budget due to the pandemic. The board may plan to use some of the unspent \$2,600 in next year's budgeting process.
- We have the following outstanding checks. Rick Lewis cashed his check!
 - Stacy Carter: 5th Grade reimbursement, #1085, 2020-05-21, \$200.00.
 - Colleen Williams: School Improvements reimbursement, #1075, 2020-03-06, \$33.34.
- The final PTA account was closed, reclaiming (on paper) \$1,430.39 of unreconciled obligations.

Assets

Fund	Reconciled	Unreconciled	Total
General Fund	46,905.65	-\$468.29	46,437.36
PayPal	0.00	0.00	0.00
Square	0.00	0.00	0.00
Reserve Fund	20,001.47	0.00	20,001.47
Primary Credit Card	0.00	-20.99	-20.99
Secondary Credit Card	0.00	0.00	0.00
Total			66,417.84