

## MHNC Treasurers Report for Sept 02, 2010

submitted by Fred Ginsburg

On Aug 11th, Fred Ginsburg submitted the 2009-2010 (last fiscal year's) 4th Quarter Reconciliation reports to DONE. I am happy to report that the previous Treasurer did turn over his receipts & records to us; and there were no discrepancies of any kind to report. DONE has not replied back to us regarding their audit of the 4th quarter report.

DONE has asked us to resubmit our proposed budget for the fiscal year 2010-2011. They were unhappy that their projected rollover amount (as of June 30, 2010) was not factored in, even though they had not provided us with a current accounting of what expenditures were pending... However, we did prepare a revised budget that reflected the June 30 balance as well as the outstanding expenditures (from last fiscal year) which essentially offset the rollover. There were no changes to the budget for this fiscal year. At this meeting the Board may officially re-approve said budget. *Revised budget copy enclosed.*

DONE did issue checks for most of our outstanding requests: Academy Printing (newsletters), Duane Devandry (website), and the Gardening people (\$6000 for Devonshire beautification project. The Cesar Chavez March is still unpaid (they are waiting on additional paperwork); and Fred Ginsburg is still unpaid for reimbursement for the camera he bought for MHNC.

MHNC accounting records are now being maintained in QuickBooks. *An up to date income/expense report for this fiscal year, including all rollover expenditures, is enclosed.*

The following summary is taken from the DONE website financial reports for MHNC. They can be viewed in their original format at <http://done.lacity.org/dnn/Default.aspx?tabid=177> (scroll down to Mission Hills NC for our reports).

### NC Funding Reports

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Data is current as of June 30, 2010

#### NC Funding Balance

Fiscal Year	Debit	Credit	Balances
09-10	\$ 42,068.73	\$ 52,952.49	(\$10,883.76)

From this rough balance of ten thousand, we need to deduct the following outstanding demand warrants not reflected as of June 30:

\$6000. for Beautification (Devonshire Project)

\$3340. for newsletter

\$750. for Cesar Chavez March

\$168. for digital camera purchased for Newsletter/Outreach

\$379 for credit card purchases, and ??? for credit card purchases not posted by June 30.

Here is a listing of Demand Warrant transactions posted thru June 30. Note that US Bank entries relate to transfer of funds to the credit card purchasing account.

## All Check Expenditures

<u>Date</u>	<u>Check Number</u>	<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Check Amount</u>
08/12/1000300118222		DEVANDRY, AARON	MHNC6	ADV PYMNT- MHNC-05/21/10- 08/20/	\$ 535.00
08/11/1000300117842		ACADEMY ADDRESSING & MAILING	53110	MHNC-07/10-08/10 NEWSLETTER PR	\$ 4,101.96
08/05/1000300115936		OAKLEY, MARGARET ANNE	0001	ADV PYMNT- MHNC-OCT 2009 TO DEC	\$ 6,000.00
08/04/1000300115038		ACADEMY ADDRESSING & MAILING	52953	DE-MHNC- MAY/JUNE 10' NEWSLETTE	\$ 3,338.33
07/23/1000300110897		TREASURY-CITY OF LOS ANGELES	DONE072110	W/C MYRNA X35381 MHNC US BANK	\$ 379.39

Recent credit card transactions have not yet been posted on DONE. However, ALL TRANSACTIONS are listed on our QuickBooks report.

Finally, I would like to review some of DONE's financial policies. There is NO PETTY CASH. Money may NOT be spent on personal gifts, plaques, trophies, nor honors. Donations of a general nature may NOT go to a society nor event; however, payments can be made to a vendor for specific services utilized for an event, so long as MHNC is officially credited for their support.

Respectfully submitted,

Fred Ginsburg, MHNC Treasurer

Board Members present at this meeting are requested to sign below, indicating that they have read the Treasurers Report.