

## **Treasurer/Finance Committee report**

**May 27, 2020**

Zoom meeting held on Wednesday, MAY 27, 2020 at 11:00 AM

Members present: Ben Maes, Jesus Moncada, Angie Lerner

- Reviewed financial package and discussed overall financial position.
- Discussed large number of BARS and this was due to end of year requirements that all items had to be cleared by end of year (FY)
- RE: Check signing requirements. Reminded everyone that I needed to have accompanying invoices for all check that I had to sign.
- In reviewing checks it was noted that some invoices were being paid late and it was determined that in some cases this was due to vendor was not submitting invoices on timely manner. Checks discussed were to vendor paid through ACES and Mr Moncada contacted ACES and relayed concerns and importance of invoices being submitted in a timely manner. Reminded business office of importance of follow up on obvious instances of invoices not being received on timely basis.
- Uncleared check amount is very high (\$41,391.53). Asked Angie to follow up on older items and determine reason for still outstanding. It was determined that check #11979 dated 3/27/20 hds been cleared (paid) after report completed