

FINANCE COMMITTEE REPORT – OCTOBER 2018

During the Month of October, the Finance Committee met 3 times and worked on the following projects and tasks.

- Reviewed the Monthly Financial Statements for September (received around Oct 24th) which are now posted in the repository under Treasurer's report.
- Continued to discuss and adjust the Chart of Accounts mapping to the 3rd party software, Unify, that imports the sales into QB
- Finalized and approved the Travel Pre-Approval and Post Travel Report forms begun two months prior and delivered them to the board for review and approval.
- Prior to renewal we reviewed the business liability insurance policy and spoke with underwriters, The Hartford Insurance Company, about raising limits on inventory to adequately protect our investment and to make adjustments in other areas of the policy to reduce the premium costs.
- Worked diligently with Quickbooks Senior support specialists to repair and restore our datafile after several crashes in early September.