

**Treasurer's Report**  
**March 10, 2019**

Thank you for the opportunity and privilege to be in service to EPGSA, Panel 69 as your Area 59 Treasurer. The following items summarize accomplishments to date.

- Rec'd an updated EPGSA State Farm Insurance Policy for Area coverages which has an expiration date June 27 2019.
- Contacted EPGSA auditor, Shelcuksy Accounting & Tax Services rec'd requested data for fiscal year December 1, 2017 through November 30, 2018 which will be completed by summer of 2019. The deadline for the extended Federal filing is currently August. The work will be conducted in June & July.
- Renewed EPGSA INSTITUTION OF PURELY PUBLIC CHARITY AFFIDAVIT - An institution of purely public charity applying for renewal of sales tax-exempt status that completes this affidavit will not be required to submit articles of incorporation, by-laws or other governing documents as otherwise directed on the Application for Sales Tax Exemption. Submitted application to PA Dept. of Revenue.
- Checked on the status of the EPGSA Tax Exempt Application which is currently extended until May 2019, due to the back log at the PA Dept. of Revenue.
- Metro Storage – Archives and Area storage - annual payment sent in March 2019, which will be covered until February 2020.
- PA Dept. of Revenue – eTide sales tax pmt was submitted.

**The financial status of E.P.G.S.A. is as follows:**

- Gained access to M&T Online banking access.
- All financial accounts address changes and security information successfully updated.
- Fiscal year 2019 Budget entered into accounting software.
- Enclosed is Profit & Loss statement - Budget versus Actual Expenses
- Enclosed is contribution reports statement by Districts for each District.
- Since December 2018 to current - deposited (411) checks and processed (25) online deposits – only one check was returned from bank due to account closed; check copy was sent back to the donor.
- With the change in Treasury address, new contribution envelopes were ordered - 1000 #10 envelopes for finance committee 7<sup>th</sup> Tradition distribution and 1000 Area contribution envelopes – used all older envelopes w/labels covering old information
- Our checking account balance as March 2019 is approx. \$26,815.99
- Our savings account as March 2019 is approx. \$24,759.11 which represents 100% of prudent reserve.
- A payment fee of \$1,800 was made to the 2019 General Service Conference. The balance payment fee (which Area 59 committee will vote on in March 2019) will be sent in March after full committee votes. The second and final General Service Conference payment (\$4,700) will be sent making the grand total payment for the GSC fee \$6,500. This is the full level of payment.

## **Travel Log**

| <b><u>Date</u></b> | <b><u>Event</u></b>  |
|--------------------|--|
| 12/16/2018         | *Speaker Bridge Street Group's Holiday event in New Cumberland         |
| 01/12/2019         | DCM Orientation in Lebanon - Budget & Expense Presentation given       |
| 02/10/2019         | SEPIA/EPGSA Share-A-Day University of the Sciences Philadelphia        |
| 02/17/2019         | Pre-Area Officers Meeting in Hershey PA                                |
| 02/21/19 – 2/25/19 | Northeast Regional AA Service Assembly (NERAASA) Hunt Valley, Maryland |
| 3/10/2019          | Area 59 Quarterly Meeting Black Lake Room Philadelphia                 |
|                    | *No Area expenses incurred   |

The NERAASA event which the Area sent me to, was an awesome experience. I attended the Treasurers' Workshop both nights - useful topics were discussed. Past Delegate, Marty was our facilitator and the topics discussed were:

1. Methods of Area bookkeeping – Area 59 has the computer, printer and software set up for a non-profit organization. This simplifies and streamlines tracking finances and the “Thank You Letters” (aka receipts) which are important to connect with Home Groups. Not many other Areas send out the thank you letter – rec'd a phone call from the SENY Treasurer on instructions how to use QuickBooks to submit the donor letters.
2. Accounting software being used by other Area Treasurers
3. Overview of the annual budget process & Area Budgeting practices - who creates your Area budget Finance or Treasurer
4. How much funds other Areas have in their budgets, and how they handle excess funds
5. How to handle your Area Prudent Reserves
6. I received some excellent research and Seventh Tradition tips.

### **Contribution Treasury address:**

- Please make checks payable to “E.P.G.S.A.”
- PLEASE INCLUDE Group Service number and District number for most accurate accounting:

**EPGSA  
Treasurer, Area 59  
14 Casey Drive  
Williamsport PA 17701**

***Please ask GSR's to encourage their groups to share in Unity their financial resources they can spare to help The Area carry the message. Your generosity is greatly appreciated.***

***Remember the Area currently accepts Online Contributions from groups and individuals.***

Yours in Service,  
Sue M  
EPGSA, Treasurer