



Officer Report
Maverick Executive Committee
Treasurer, Liz Shaw, DTM

October 18, 2016

Status Summary

- Current checking balance as of 10/31/2016: \$2199.50
- Current PayPal balance as of 10/31/16: \$171.54

Progress

- Report for first quarter will be presented to club this month.
- In an embarrassing turn of events, I realized that I hadn't paid my dues! It is now done. I can't do push ups, so the president will need to find a new punishment.
- Will pay Steve Feld the \$6 overpayment at meeting this week.

Areas in Need of Attention

- Need to add cost for use of PayPal to budget.
 - Total PayPal fees first quarter: \$25.33.
- Contacted Winona regarding uncashed check. She responded that she gave it to her husband and it would be OK if we voided it. Told her that it would be valid until December and requested that they check to see if they can find it. **Updated status:** Waiting.
- Invoice sent to Alan for outstanding balance on 7/31/16. No response received at this time. **Updated status:** VPEd has also talked to Alan about this, and he would not talk about subject. Past Treasurer has been asked to approach Alan, since he was the one that made the agreement that it would be paid later. He will do this when Alan returns in the next couple of weeks. **Updated status:** Alan has not returned to club. Still waiting.
- Determined that we will be unable to remove previous Treasurer's name from PayPal account without the following documentation:
 - Photo ID for myself and Michael
 - MidFirst Bank statement
 - Letter on our business letterhead, that includes the primary email address, current name, address, and phone number on the PayPal account. Provide the new business contact name and the reason for the change.
 - My social security card
 - **Updated Status:** need to write letter and find my social security card.
- Determined that Steve Feld overpaid for club dues. Will refund him \$6.

Goals for Next Review

- Change the Treasurer's name with PayPal. **Updated Status:** Still working on this.
- Organize the binder for the current year so that it has all the information a new treasurer will need in a convenient, easy-to-follow format. **Updated Status:** Still working on this.