



**Officer Report**  
**Maverick Executive Committee**  
Treasurer, Liz Shaw, DTM

January 15, 2017

**Status Summary**

- Current checking balance as of 12/31/2016: \$2458.19
- Current PayPal balance as of 12/31/16: \$0.00

**Progress**

- Report for second quarter should be ready to present to club before end of January.

**Areas in Need of Attention**

- 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:** Check is no longer cashable. **Should I re-issue?**
- 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.

**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.