



## 2021-2022 BSMA Finance Committee

Monday, May 9<sup>th</sup>, 2022  
5:30 p.m. PDT, 8:30 p.m. EDT

### MINUTES

Attendees: Anne Parker, Committee Member  
Brenda Ternullo, Committee Member  
Christine McCracken, Committee Member  
Diana Evans Vance, National Treasurer  
Julie Straw, Finance Committee Chairwoman  
Nancy Brecht, Committee Member  
Sonya Stowers, National Financial Secretary Pro-Tem  
Stacy Anders, National President  
Suzi Freeman, Committee Member

Meeting Called to Order at 8:42 EDT; 5:32 PDT

Pledge of Allegiance

Prayer

**I. Motion to approve the minutes of the April 14<sup>th</sup> Finance Committee Meeting as presented;** motion carried with one abstention.

**II. Review of financial statements**

- A. No material changes to Financial Reports through February 2022.
- B. March & April financials, not available
- C. All Profit & Loss and Budget to Actuals for months prior to and including Feb. 2022 will be sent to the Webmaster and NP for posting on the website.
- D. New Post Office box has been established and posted on the website. Rented for 3 months; expires July 31, 2022.
- E. Quickbook Categories for Convention 2022
  - a. Due to Big Dipper (Liability)
  - b. Dinner Cruise Tickets
  - c. Raffle Tickets
  - d. Lunch Guest
  - e. Banquet Guest
  - f. Registration

**III. Convention Update**

- A. Proposed Budget and Policies submitted to printing
- B. Issues:
  - a. ASL Interpreter Discussion
    - i. Quotes - 2 interpreters Tuesday through Friday) fee, parking passes, meals while working
    - ii. Software
    - iii. Other sources?
  - b. Parliamentarian availability
- C. Presentations
  - a. Financial Committee Chair
    - i. Program set up

- ii. Financials before meeting for CEBs and for members
- iii. Difference between member development vs. membership social activities
- iv. Budget & Policy
- b. Each Officer will do a session on her position
- D. Other: See expenditures for 2022 Convention listed in Treasurer's notes

**IV. National Treasurer's Report** – see Treasurer's Notes sent to committee prior to meeting

- A. Transition of NFS
  - a. Met with banker from Bank of America
    - i. Transition of bank accounts paperwork created and mailed; process Underway
    - ii. Check Scanner will be shipped to NFS-PT tomorrow
    - iii. Additional materials will be shipped to NFS Pro Temp possibly by the end of the week.
    - iv. FS materials still residing with NFS Gen disposition
  - b. Scanning & Shredding
    - i. Past 4VP – records scanned and sent to 4VP-PT; documents are being shredded at no cost; printer/scanner will be shipped to 4VP- PT soon
    - ii. NFS Gen – shredding complete
  - c. Online Store
    - i. Jackets restock – Price per jacket rose \$4/each – they now cost \$47.81 each, netting a profit of \$12.19 each.

**V. Chapter Grant Applications**

- A. No new applications this month.
- B. Newsletter article regarding chapter grants submitted to 2VP.

**VI. Official Subordinate Roster update to IRS** - Reminder - this is due May 28<sup>th</sup>!  
NT and 4VP will work on this together

**VII. New Business**

- A. ShipThrifty Discussion – now offering UPS
- B. State Filing Information – some states don't required filing if under \$25,000 gross receipts – Article for Newsletter
- C. Discussion of role of financial officers in chapter

Adjourned at 7:01 p.m. PDT/10:01 p.m. EDT

Next meeting: Sunday, June 12<sup>th</sup>, 2022 4:00 p.m. PDT/7:00 p.m. EDT