



## 2022-2023 BSMA Finance Committee

Sunday, September 11<sup>th</sup>, 2022  
4:00 p.m. PDT, 7:00 p.m. EDT

### MINUTES

Proposed Attendees: Alethea Tennill, National Treasurer  
Anne Parker, PNP/Committee Member - excused  
Brenda Ternullo, Nat'l 4<sup>th</sup> VP/Committee Member  
Christine McCracken, Committee Member - excused  
Diana Evans Vance, Committee Member  
Julie Straw, Finance Committee Chairwoman  
Nancy Brecht, Committee Member  
Sonya Kay, National Financial Secretary  
Stacy Anders, National President  
Suzi Freeman, Committee Member

Meeting Called to Order at 4:05 p.m. PDT, 7:05 p.m. EST

Pledge of Allegiance

Opening Prayer

- I. Approval of prior minutes (August 7<sup>th</sup> meeting) Motion to approve the minutes of the Aug. 7, 2022 Finance Committee meeting; motion carried with three abstentions.**
- II. Review of financial statements**
  - A. June Financial Statement: **Motion to forward the June 2022 financial statements to the NEB subject to audit; motion carried.**
  - B. July and August Financial Statements are still in progress.
  - C. Discussion of the work being done by the NFS and the Finance Assistant, i.e. who does what and the progress being made
- III. Convention 2022 Update**
  - A. Final payment for 2022 Convention hotel has been paid.
  - B. Discussion regarding closing out Convention expenses/income and determining profit/loss of convention
- IV. Bank Transition**
  - A. Going forward, if there is a Bank of America near the annual Convention site, all three incoming signers, an appointment should be made Friday afternoon after Installation to transfer the accounts
  - B. Still waiting on paperwork from Bank America to complete the transition of the bank account to new officers
- IV. Audit progress**
  - A. Online Store inventory audit completed on Aug. 31, 2022.
  - B. Store not open yet; information will be posted on the store regarding opening date.

## V. **Financial Officer Updates and Transition outstanding**

- A. See NFS Report sent via email prior to the meeting
- B. See Outgoing NT Report sent via email prior to the meeting. Additional items not in Report:
  - Request for quote from AB Emblem for 200 additional BSM small patches – cost \$1.25 each + shipping – items ship in 20-25 business days – **Motion to order 300 small BSM patches for the Online Store; motion carried.**
  - Paid balance to Coins for Anything of \$365 for 100 BSM challenge coins (deposit of \$175 paid previously)
  - Booked airfare to Mid Year for 4VP (\$816.79)
- C. Quickbooks for 2022-2023 will be \$2,160.00; due on Oct. 15, 2022. Account still associated with Outgoing Treasurer's debit card.
- D. Treasurer's new debit card will need to be added to QB once received
- E. Brenda will work with Sonya to set up the 2022-2023 budget in QB

## VI. **Ship Thrifty consideration**

- A. Discussed options for shipping for Online Store
  - USPS
  - UPS
  - FedEx – BSM corporate account
  - Ship Thrifty – NT will explore this option further since they are now offering more option than when they were explored before

## VII. **Chapter Grant Applications FYE 2023**

- A. TX15 – existing chapter
- B. NC10 – existing chapter/received a grant two years ago
- C. Discussion of recommendation from mentor for grants for chapters
- D. **Motion to approve chapter grants to TX15 and NC10; motion carried.**

## VIII. **New Business**

- A. Discussion of use of Zelle, Venmo, etc. Statement of what is acceptable and what is not – put information in October newsletter.
- B. Discussion of handling chapter problems of a financial nature
  - Mentor – possible first
    - i. Assure that items not be immediately referred to conflict resolution
    - ii. Mentor could guide chapter through acceptable financial protocol
  - Department – for states with departments, such questions should go to them before they are elevated to the national level
  - Finance Committee
  - NEB
- C. Ritual Book – Suzi working on looking for errors

Meeting Adjourned at 5:12 p.m. PDT; 8:12 p.m. EDT

Next meeting: Sunday, October 9<sup>th</sup>, 2022 - 4:00 p.m. PDT/7:00 p.m. EDT