

Finance Manager Report
Tim Spezia, Finance Manager
District 8

June 27, 2020

Finance Report

Finance Manager Report

- Mileage Rate Change to standard charitable rate
 - \$0.14 per mile for all reimbursable mileage starting 10/17/2019
- 3rd quarter closed
- P & L listed
 - April 30, 2020
 - May 31, 2020
- Conference bank account closing
- Concur Expense statements due, no carry overs

Finance Manager Report

Profit & Loss (Actual vs. Budget Summary) (in USD)

Month Ending 04/30/2020		
Actual	Budget	Variance
4,535.67	4,265.00	270.67
0.01	13,255.00	(13,254.99)
0.00	0.00	0.00
0.00	0.00	0.00
0.00	500.00	(500.00)
4,535.68	18,020.00	(13,484.32)
302.14	12,452.00	(12,149.86)
0.00	0.00	0.00
0.00	0.00	0.00
836.72	3,700.00	(2,863.28)
2,693.97	250.00	2,443.97
192.49	250.00	(57.51)
0.00	650.00	(650.00)
101.00	182.66	(81.66)
23.61	1,808.40	(1,784.79)
179.06	179.06	0.00
4,328.99	19,472.12	(15,143.13)
206.69	(1,452.12)	1,658.81

▼ District Revenue

- ▶ Membership Revenue
- ▶ Conference Revenue
- ▶ Fundraising Revenue
- ▶ TLI Revenue
- ▶ District Store Revenue

Total District Revenue

▼ District Expenses

- ▶ Conference Expenses
- ▶ TLI Expenses
- ▶ District Store Expenses
- ▶ Marketing Expense
- ▶ Communications & PR Expenses
- ▶ Education & Training Expense
- ▶ Speech Contest Expenses
- ▶ Administration Expenses
- ▶ Travel Expense
- ▶ Other Expenses

Total District Expenses

Total Net Income

07/01/2019 Through 04/30/2020		
Actual	Budget	Variance
34,312.83	39,881.84	(5,569.01)
0.01	13,255.00	(13,254.99)
0.00	900.00	(900.00)
(11.88)	0.00	(11.88)
732.44	1,000.00	(267.56)
35,033.40	55,036.84	(20,003.44)
377.14	12,452.00	(12,074.86)
4,002.31	3,830.00	172.31
1,678.34	600.00	1,078.34
448.62	24,300.00	(23,851.38)
3,883.55	5,915.00	(2,031.45)
2,545.70	4,604.00	(2,058.30)
436.36	2,600.00	(2,163.64)
1,313.14	1,841.60	(528.46)
12,285.10	19,197.68	(6,912.58)
3,359.42	1,790.60	1,568.82
30,329.68	77,130.88	(46,801.20)
4,703.72	(22,094.04)	26,797.76

Finance Manager Report

Local account adjustment

Conference bank account is now dormant and will be closed

Paypal is now programmed to transfer funds to the primary Commerce account

No other account changes at this time

Other Year End Financial activity

Any unpaid items like uncashed incentives need to be accrued over into next year.

Fourth quarter closing will begin as soon as June is closed and reconciled.

Finance Manager Report

- Concur this year
 - Mileage Receipts
 - Place club name/number on summary page
 - Show total mileage
 - Use exact mileage figure and \$0.14 per mile
 - Reason for visit
 - District method of reimbursement
 - Submit all expenses in a timely matter. No carry over expense item past sixty days.

Finance Manager Report

- Concur this year
 - Accuracy is important
 - Finance manager is presented this dialogue

Final Confirmation ×

Approver Electronic Agreement

By clicking 'Accept' I certify that the expense report and its accompanying receipts have been reviewed and are in compliance with Company policy.

Finance Manager Report

- End of Report

See me for any questions

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