

**Willow Glen Neighborhood Association (WGNA)  
Treasurer's Report October 13, 2016**

**Fund Summary:**

Open Balance: \$7,502  
 Income: \$1,365 (budget is not established, 2016 will be proxy year)  
 Expenses: \$1,490 (budget is not established, 2016 will be proxy year)  
 Surplus: \$7,377

**Year to Date:**

The overall fund for the year is running a slight deficit as shown above; not material draw.

**Year over Year Trend:**

The fund has increased. October 2015 balance of \$7,015 to October 2016 balance \$7,377. While it's difficult to discern exact reasons for the increase, it appears to be largely driven by an increase in membership dues.

**Year over Year to Date Comparison:**

The below summarizes prior year operations to current year to date operations of the income and expenditure items being tracked. For future years, it is advisable to establish a budget to track current year operations to current year budget with a comparison to prior year actuals.

<i>Description of Income &amp; Expenditures</i>	<i>2015</i>	<i>2016</i>	<i>Y-o-Y %</i>
Paper Deposits	680	-	0%
History Book	374	279	75%
Membership Fees	510	1,037	203%
Cap Grant	1,500	-	0%
Electronic Deposits (PayPal)	1,911	-	0%
<b>Total Income</b>	<b>4,974</b>	<b>1,316</b>	<b>26.46%</b>
Bank Fees and Service Charges	22	0	0%
Chris Roth miscellenous Expenses	892	0	0%
Other checks written (no description available)	35	500	1429%
United Neighborhoods	0	200	0%
CreatV San Jose	200	0	0%
SJ USD	196	0	0%
Nationbuilder	897	790	88%
WGBA Founders Day Sponsorship	250	0	0%
UNSCC	200	0	0%
Great American Insurance	812	0	0%
USPS Box Annual Fee	98	122	124%
CVS Pharmacy	6	0	0%
<b>Total Expenditures</b>	<b>3,608</b>	<b>1,612</b>	<b>44.67%</b>
Residual Surplus/(Draw) to fund	1,366	(296)	-22%
Bank Balances	6,136	7,549	123%
<b>Ending Cash Position</b>	<b>7,502</b>	<b>7,254</b>	

### **Treasurer Comments Revenue:**

- Paper Deposits/Electronic Deposits: Tracking details in 2015 for various paper deposits and electronic deposits reimbursements on expenditures is not entirely possible. For 2016, proper tracking and matching is being employed to provide a more refined y-o-y comparison for future reports.
- Cap Grant: The year over year comparison is distorted with CAP Grant of \$1,500 which was received in 2015 with corresponding expenses as an offset, inflating income and expenses for 2015.
- History Book Revenue: Revenue is tracking year over year as a percentage of 2015 income.
- Membership Fees: Year over year increase. Membership roles in development.

### **Treasurer Comments Expenses:**

- Miscellaneous Expenses: Tracking details in 2015 for various expenditures is not entirely possible (Chris Roth reimbursements). For 2016, proper tracking and matching is being employed to provide a more refined y-o-y comparison. Various reasons could explain the myriad of expenses and reimbursements from last year, mainly, perceived expenditures of the Cap Grant income.
- Nationbuilder: Recurring expense to manage functions. There exists a year over year increase in the account fees from \$69 to \$89. This expense is set up on auto-pay.
- Insurance: Insurance is in process of being renewed. The expenditure will exist in the coming months.

### **Other Reports:**

Attached to this report is an excel file which works to reconcile checking account and PayPal account on a monthly basis.

### **Comments and Single-Month Reports:**

This is the first Treasurer Report to date for my term as Treasurer. Should incremental details be desired as to the merits of the WGBA financial posture, please send me an email at: [mfricke001@gmail.com](mailto:mfricke001@gmail.com). Single-Month Reports will be made available upon request.

# WGNA Account Reconciliation

-----> Calendar Year 2016 <-----

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Assets</b>												
Comerica Checking	3,366	2,887	2,818	2,749	2,680	2,611	2,522	3,260	2,971	3,191	3,070	3,070
Income:												
Paper Deposits	0											
History Book									279			
Membership Fees	90						827		30	90		
Cap Grant												
Electronic Deposits (PayPal)												
Foreign Transaction Fee Refund												
<b>Subtotal</b>	<b>\$3,456</b>	<b>\$2,887</b>	<b>\$2,818</b>	<b>\$2,749</b>	<b>\$2,680</b>	<b>\$2,611</b>	<b>\$3,349</b>	<b>\$3,260</b>	<b>\$3,280</b>	<b>\$3,281</b>	<b>\$3,070</b>	<b>\$3,070</b>
<b>Operating Expenses</b>												
Bank Fees and Service Charges												
Chris Roth miscellenous Expenses												
Other checks written (no description available)	500											
United Neighborhoods								200				
CreatV San Jose												
SJ USD												
Nationbuilder	69	69	69	69	69	89	89	89	89	89		
WGBA Founders Day Sponsorship												
UNSCC												
Great American Insurance												
USPS Box Annual Fee										122		
CVS Pharmacy												
<b>Total Operating Expenses</b>	<b>\$569</b>	<b>\$69</b>	<b>\$69</b>	<b>\$69</b>	<b>\$69</b>	<b>\$89</b>	<b>\$89</b>	<b>\$289</b>	<b>\$89</b>	<b>\$211</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Assets</b>												
Comerica Checking Balance	2,887	2,818	2,749	2,680	2,611	2,522	3,260	2,971	3,191	3,070	3,070	3,070
WGNA PayPal										47		
Comerica Monet Market	4,136	4,136	4,136	4,136	4,136	4,136	4,136	4,136	4,136	4,136	4,136	4,136
<b>Total Cash Assets</b>	<b>7,023</b>	<b>6,954</b>	<b>6,885</b>	<b>6,816</b>	<b>6,747</b>	<b>6,658</b>	<b>7,397</b>	<b>7,108</b>	<b>7,328</b>	<b>7,254</b>	<b>7,207</b>	<b>7,207</b>
Accounts Receivable												
PayPal												
Books												
Other												
<b>Total Assets</b>	<b>\$7,023</b>	<b>\$6,954</b>	<b>\$6,885</b>	<b>\$6,816</b>	<b>\$6,747</b>	<b>\$6,658</b>	<b>\$7,397</b>	<b>\$7,108</b>	<b>\$7,328</b>	<b>\$7,254</b>	<b>\$7,207</b>	<b>\$7,207</b>
<b>Other Adjustmens</b>												
Outstanding checks									102			
Outstanding invoices												
Checks to be deposited									185			
<b>Total Liabilities</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$83</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Asset Position</b>	<b>\$7,023</b>	<b>\$6,954</b>	<b>\$6,885</b>	<b>\$6,816</b>	<b>\$6,747</b>	<b>\$6,658</b>	<b>\$7,397</b>	<b>\$7,108</b>	<b>\$7,245</b>	<b>\$7,254</b>	<b>\$7,207</b>	<b>\$7,207</b>