**Willow Glen Neighborhood Association (WGNA) Treasurer’s Report January, 2017**

# Fund Summary:

Open Balance: $6,820

Income: $ 47 (budget is not established, 2016 will be proxy year) Expenses: $ 89 (budget is not established, 2016 will be proxy year) Surplus: $6,778

# Year to Date:

The calendar year balance shows an overall deficit of $914; not material draw.

# Year over Year Trend:

The fund has Decreased. November 2015 balance of $7,571 to November 2016 balance $6,820. While it’s difficult to discern exact reasons for the decrease, it appears to be largely driven by timing of expenditures year over year.



# 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.



# 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.

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**--------------------------------------------------------------------------------------- Calendar Year 2016 ------------------------------------------------------------------------------------------->**

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|  | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** |
| **Assets** | | | | | | | | | | | | |
| 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 |  |  |  |  |  |  |  |  |  |  |  |  |
| **Subtotal** | **$3,456** | **$2,887** | **$2,818** | **$2,749** | **$2,680** | **$2,611** | **$3,349** | **$3,260** | **$3,280** | **$3,281** | **$3,070** | **$3,070** |
| **Operating Expenses** | | | | | | | | | | | | |
| 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 |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total Operating Expenses** | **$569** | **$69** | **$69** | **$69** | **$69** | **$89** | **$89** | **$289** | **$89** | **$211** | **$0** | **$0** |
|  | | | | | | | | | | | | |
| 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 |
| Total Cash Assets | 7,023 | 6,954 | 6,885 | 6,816 | 6,747 | 6,658 | 7,397 | 7,108 | 7,328 | 7,254 | 7,207 | 7,207 |
| Accounts Receivable |  |  |  |  |  |  |  |  |  |  |  |  |
| PayPal |  |  |  |  |  |  |  |  |  |  |  |  |
| Books |  |  |  |  |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total Assets** | **$7,023** | **$6,954** | **$6,885** | **$6,816** | **$6,747** | **$6,658** | **$7,397** | **$7,108** | **$7,328** | **$7,254** | **$7,207** | **$7,207** |
| **Other Adjustmens** | | | | | | | | | | | | |
| Outstanding checks |  |  |  |  |  |  |  |  | 102 |  |  |  |
| Outstanding invoices |  |  |  |  |  |  |  |  |  |  |  |  |
| Checks to be deposited |  |  |  |  |  |  |  |  | 185 |  |  |  |
| **Total Liabilities** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$83** | **$0** | **$0** | **$0** |

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| **Net Asset Position** | **$7,023** | **$6,954** | **$6,885** | **$6,816** | **$6,747** | **$6,658** | **$7,397** | **$7,108** | **$7,245** | **$7,254** | **$7,207** | **$7,207** |