

May 18, 2022

## Treasurer's Report

All bills have been paid and all monies deposited.

We are suggesting that all old computers be disposed of and that the laptop purchased last year be given double duty in the office when it is not being utilized for Steering and Business Meetings. This computer is a MS Win10 machine. I am suggesting MS Office 365 be installed on both office computers.

We have determined (finally) that the TD Money Market Literature Account may not be subjugated to the treasurer's meaning we cannot access the account. The account is limited otherwise and IS NOT currently being used to purchase Lit despite that that is its apparent purpose. According to the bylaws, this account should be drawn down in favor of the Operating Account. In the near future, we will eliminate the Money Market account and create a new Lit checking account with an adequate balance and suitable for tracking all lit purchases and expenses.

Our office landlord is in arrears with his mortgage company which is Wells Fargo Bank. We have been directed by a New Jersey attorney to begin paying our rent to Wells Fargo which we will do commencing June 1<sup>st</sup> and thereafter. We have received no contrary correspondence from our landlord Knaak. A letter has been sent to the attorney acknowledging the new arrangement. However, we will take this opportunity to prepare to move as necessary. Eve C. has agreed to conduct a complete inventory of the office contents and will need assistance in that regard.

The security cameras installed at the office were paid for by an anonymous donor.

Donations are as predicted in our adopted budget. Expenses are expected to be lower due to the new, less expensive phone answering service we have now employed.

Attached is a report of our monthly activities and a P&L produced by QBO.

Respectfully submitted,

Ray B.

CAIG Treasurer

5/18/2022

**CAIG Treasurer's Monthly I&E Activity Statement**

OA Balance: **\$33,143.46**

<u>Date</u>	<u>Amount</u>	<u>Description</u>
Deposits:		
04/26/22	\$706.50	Lit Sales
04/26/22	\$481.35	Donations
04/26/22	\$25.00	Paypal Donations
05/07/22	\$292.62	Donation via Paypal
05/09/22	\$0.28	Interest
05/10/22	\$162.50	Lit Sales
05/10/22	\$407.50	Donations
05/12/22	\$225.00	Donations
05/18/22	\$9.00	Lit Sales
05/15/22	\$100.00	Renee F. via Paypal
05/18/22	\$145.00	Donations
05/18/22	\$0.00	
05/18/22	\$0.00	
05/18/22	\$0.00	
Total:	\$2,554.75	

Expenses:		
04/21/22	\$290.31	Zoom via PayPal
04/26/22	\$135.86	Verizon Jetpak 2 Mo
04/29/22	\$49.96	Christian G. equipment
05/01/22	\$459.13	Lit Purchase
05/02/22	\$67.00	AC Electric
05/02/22	\$67.00	AC Electric
05/02/22	\$135.86	Verizon
05/04/22	\$20.98	Michelle S. Waves domain
05/18/22	\$80.00	Intuit Quickbooks
05/18/22	\$14.91	Office Supplies
05/18/22	\$0.00	
05/18/22	\$0.00	
05/18/22	\$0.00	
05/18/22	\$0.00	
05/18/22	\$0.00	
05/19/22	\$0.00	
Total:	\$1,321.01	

Account Balances:	05/18/22	
Operating Account Balance:		\$33,143.46
Literature Account Balance:		\$25,678.34
Prudent Reserve in CDs:		\$28,905.82
PayPal #1 Balance:		\$644.40
PayPal #2 Roundup Balance:		\$0.00
Total		\$88,372.02

# Cape Atlantic Intergroup of Alcoholics Anonymous

## Profit and Loss

January 1 - May 18, 2022

	TOTAL
Income	
Operating acct Income	
Bank/CD Interest	7.85
Group Donations	9,966.41
INDIVIDUAL DONATION	25.00
<b>Total Operating acct Income</b>	<b>9,999.26</b>
PayPal Sales	299.28
Sales of Product Income	127.00
Literature Sales	4,499.50
"M" Codes Sales	8.00
12&12's sales	1,187.75
As Bill Sees It Sales	54.00
Big Books Sales	1,697.50
Daily Reflections Sales	437.50
Grapevine Sales	88.00
Meeting List Sales	375.00
Other CODE B Sales	253.50
Pamphlet Sales	3.75
<b>Total Literature Sales</b>	<b>8,604.50</b>
<b>Total Sales of Product Income</b>	<b>8,731.50</b>
<b>Total Income</b>	<b>\$19,030.04</b>
Cost of Goods Sold	
Cost of Goods Sold	0.00
Literature COGS	86.80
"M" Codes - COGS	5.60
12&12's - COGS	971.04
AS Bill Sees It -COGS	45.78
Big Books COGS	1,396.37
Daily Reflections COGS	367.08
Grapevine - COGS	70.32
Meeting List Purchases	354.00
Other CODE B's - COGS	202.86
Pamphlets- COGS	3.00
<b>Total Literature COGS</b>	<b>3,502.85</b>
<b>Total Cost of Goods Sold</b>	<b>3,502.85</b>
Inventory Adjustments	-2,355.51
Inventory Shrinkage	-318.22
<b>Total Cost of Goods Sold</b>	<b>\$829.12</b>
<b>GROSS PROFIT</b>	<b>\$18,200.92</b>

# Cape Atlantic Intergroup of Alcoholics Anonymous

## Profit and Loss

January 1 - May 18, 2022

	TOTAL
Expenses	
Administrative Expenses	
Bank Charges & Fees	0.00
Paypal cc charges	10.13
<b>Total Bank Charges &amp; Fees</b>	<b>10.13</b>
Chairperson (Travel)	408.88
Office Supplies	132.73
Postage Stamps/PO Box	11.60
<b>Total Administrative Expenses</b>	<b>563.34</b>
Committee Expenses	49.96
Hospitality Committee	52.79
Website Committee	18.50
<b>Total Committee Expenses</b>	<b>121.25</b>
Event Expenses	
Roundup Expenses	520.00
Unity Picnic Expenses	130.00
<b>Total Event Expenses</b>	<b>650.00</b>
Legal & Professional Services	
Accounting Fees	350.00
<b>Total Legal &amp; Professional Services</b>	<b>350.00</b>
Office Supplies & Software	320.00
Other Business Expenses	420.00
Rent & Lease	5,100.00
Taxes & Licenses	
State and Municipal Fees	11.26
<b>Total Taxes &amp; Licenses</b>	<b>11.26</b>
Uncategorized Expense	219.40
Utilities	
Electric Company	393.82
Hot Line Answering Service	845.25
Telephone/Internet	733.38
<b>Total Utilities</b>	<b>1,972.45</b>
<b>Total Expenses</b>	<b>\$9,727.70</b>
NET OPERATING INCOME	<b>\$8,473.22</b>
NET INCOME	<b>\$8,473.22</b>