

**SCRID BOARD MEETING**  
**Friday, October 13, 2017**  
**Online**  
**SCRID Financial Report September 2017**

September 2017

- I. Numerous communications with Board and Committee members for Treasurer and organization business, including:
  - a. Phone calls/texts with Peggy regarding QB and with QB for the upgrade
  - b. Many phone calls/texts with Beth D. regarding sending a check for down payment for DJ and credit card payment for Photo Booth (Groupon) and later in month trading Groupon payment for Groupon bucks to purchase different photo booth
  - c. Handling emails for refund for error in purchase of Jubilee tickets and other Treasurer business
  
- II. Completion of accounting procedures to close out the month of September in PayPal as well as in QB. This includes the transferring of funds from PayPal to WFB.
  
- III. Furnished updated PAID registration list for Cindy for Jubilee
  
- IV. Write checks for presenter fees for workshop, reimbursement to Beth for Jubilee expenses, check for thank you donation to Rolling Start, Inc., and deposit Kayelle's reimbursement check for RID conference
  
- V. Organizing Treasurer's hard-copy records for this fiscal year
  
- VI. Accounting work inside QB and PayPal
  
- VII. Organizing Treasurer's computer files – ongoing process.