

The American Legion Auxiliary Finance Committee held its meeting on January 25, 2019, Midyear Greeley, CO – those in attendance included the Finance Committee members of Pilar Bottoms, Janelle Rodriguez, and Donna Rae Smith. Others present were Laurie Kuntz, Traci Trujillo, Suzie Bozella, Chris Harvey, Rhonda Larkowski, Theresa Brandt and Pat Steranka.

The meeting was called to order by Pilar Bottoms, Finance chair – after a brief introduction of all in attendance the discussion of business began:

Items noted were:

Laser printer was donated to Department by Laurie Kuntz' employer early January 2019 – Rhonda sent a thank you to them.

Josh Dogs Funding – Currently have \$250 in this Children and Youth project account; for the dog and book cost is \$12.00 per set – these are handed out to children upon their parent's deployment notice.

Cloud Storage – Rhonda is experiencing issues with backup; it has been recommended to have the backup time/date be changed for efficiency. Also, a review of Microsoft software will be done to see if we have free access or will need to pay a fee of \$100 to \$200 per year for the offsite storage space.

QuickBooks Payroll module cost \$518.25 per year; this cost is for the program and yearly updates.

Girls State – Received a \$5000 grant in November, 2018. Girls State has risen funding per girl to \$265 – this is a \$65 increase from last year, actual cost of each girl to attend is approx. \$550 for the week. The Girls State Committee has decided to eliminate the field trip requiring the additional day, so a profit should be shown this year rather than a loss of about \$3500 taken per each of the last two years.

Previous items voted upon and approved by email consent:

Storage Containers – VA receives cookies and needed containers, Finance Committee approved \$300 to be used from the VA&R account for this use October 2018.

National Chaplain Expenses – Bylaws call for an expense of \$300 to be reimbursed to attendee, Donna Rae did not have this information beforehand and asked for an additional \$111.95 of expenses – Finance Committee approved the additional money be reimbursed to Donna Rae as of October 2018; funds will be expensed from the Dept. Officers/Executive Board general ledger account.

Further business items:

Adobe (PDF) Account – A motion was made and passed that an Adobe Acrobat account be created at Department for a cost of \$15.00 per month.

Background checks at a cost of \$8.00 per person for all Department officers, State Committees, and Junior Chair notably anyone dealing with finances or children's programs were discussed; motion made and passed to start this process immediately as currently our Bond only covers four people – President, Secretary, Finance Chair and member at large.

PayPal Account – Discussed use of a PayPal account on the website for poppies and delegate fees, cost noted as 2.4% plus 30 cents per transaction, there is no cost until used and no membership fees – motion made and passed to get PayPal account up and running on website with donations in the tag line – Rhonda will research actual cost to report back to Finance committee.

The three items below were brought before the meeting and after discussion of all a motion was made and passed that financials and membership information need to be analyzed and reviewed and results then brought before a special DEC meeting near the end of March 2019 to discuss recommended actions.

- A. Dues increase proposal of Seniors by \$5.00 per person and Juniors by \$2.50 each –
- B. Secretary/Treasurer Position - what can we pay?
- C. CO Permanent membership – 500 members at \$12.00 each – National to give us a quote to buy this out, we currently have enough money to fund such for next three years.

Meeting was adjourned at 1:10pm by Finance Chair Pilar Bottoms.

Respectfully submitted by

Janelle Rodriguez
Finance Committee