

CR-4

Treasurer Report Prepared for the BOD at the 2016 AGM

JCNA corporate policy indicates the duties of the treasurer include, have custody of JCNA funds and securities, keep full and accurate accounts of receipts and disbursements, deposit all money and other valuable effects in the name and to the credit of JCNA, monitor financial position of JCNA, prepare quarterly statements to the BOD, and supervise preparation of Federal and other tax returns. Having recently accepted the role as Treasurer, I thought it important to review the corporate policy and report to the BOD my thoughts around the key responsibilities. My report today will be brief and keep to the high level details. More information is available in the report from the Chairman of the Business Committee.

At the end of calendar year 2015. JCNA had funds available with 2 institutions.

1. With Merrill Lynch, managed by Phil Taxman, our savings was \$190,639.16
2. With Wells Fargo, our combined account balance was \$66,861.09

During the year 2015, after the departure of Deanie Kennedy, we moved to an outside accounting firm. Michael Blissman CPA. Located in Latrobe Pa. They now manage the day to day entry of financial information into QuickBooks with input from various sources including the Administrator, Chair of the Business Committee, and Treasurer. Both the Treasurer and Chair of the Business Committee have on line access to QuickBooks to monitor as needed.

Since the transition to our new Administrator took place in June. And we implemented a permanent mailing address in Sanford NC. Any mail that includes checks is forwarded by the Administrator to the Treasurer for review and deposit of funds into the JCNA accounts. Funds from credit card sales, deposit directly into our Wells Fargo Account, and funds from paypal transactions are regularly swept into our Wells Fargo Account. Our accounts are reviewed monthly and transactions are verified by our CPA firm. Although the mailing process does slow down deposit of funds by a few days, we do have good control, and ability to view activity as needed.

Quarterly financial statements have been prepared for Q3 and Q4 of 2015 and presented to the BOD for their review. The 2015 year end P&L reflected a net loss of \$21,734.39. In part this was due to our accrual method of accounting, causing some recording of invoices and actual receipt of cash for those invoices to be reported in different years. It is my observation that we are in good financial health, able to support normal activities of JCNA from regular income, and have a limited amount of funds available to support new projects and programs approved by JCNA leadership and BOD.

We do not have a 2016 budget. I state that so that everyone involved in financial activities is encouraged to be very diligent, and frugal with regard to areas they are involved with where funds are expended.

Our Tax returns will be prepared by Blissman CPA, and reviewed before sending to the IRS.

Respectfully Submitted.

Gary Kincel
Treasurer