



RE: Treasurer's Report

Date: April 19, 2022

Submitted by: Heidi Balster, Treasurer

Presented by: Brenda Haseman, President-Elect

Summary of activities since last meeting: 2021 membership drive opened January 14th and ran through February 18th. WyASFAA has a total of 8 member institutions for 2022 (Northwest College, Eastern Wyoming College, Casper College, University of Wyoming, Northern Wyoming Community College District, Central Wyoming College, Laramie County Community College, Western Wyoming Community College). WyASFAA has one association membership for 2022 (Inceptia).

****We did not have any Corporate Sponsors this year.**

Income and Expenses: see Treasurer's Report (for Conference), 21-22 Excel PDF

Status of Reserves: see "CD balance report" Excel PDF

Status of Business Checking & Savings Account – UniWyo Federal Credit Union: Savings account continues to accrue 0.04% interest quarterly as of April 2021. The current balance is \$105.71. See Treasurer's Report (for Conference), 21-22 Excel PDF for checking account balance.

Reconciliation of Funds: The Treasurer reconciles the checkbook at least 1 time per month; more during periods of larger deposits (membership drive and annual conference dues collection).

New business: WyASFAA now has a debit card through the association's checking account with UniWyo. The debit card will list WyASFAA, and will also include the cardholder's name (current Treasurer). UniWyo can print debit cards in house, so it will be easy to produce a new debit card when a Treasurer begins their term.

There is an option for applying for a credit card, however, the card must be attached to a Social Security Number, not the association's EIN. This means the Treasurer will have to apply for the credit card under their name/SSN, but the card itself will be attached to WyASFAA.

Goals for 22-23: The Treasurer plans to work on creating "best practices" for a reimbursement process.