

SUN CITY GRAND SINGLES CLUB
Minutes of meeting held January 2, 2008

The meeting was called to order by Les Kane at his home at 6:00 p.m. Also present were: Brenda Parker, Roger Tharp, Art Molina, Wendell Clifford and Judy Baker. Absent was T. Dematteo.

Les announces that he had approved and signed off with the CAM office on our activities for this year. He distributed the revised schedule and also a list of target dates for the Board.

Judy will release the tickets on February 22nd rather than the 29th at the Sadie Hawkins dance.

Les also announced that the info for the Grand Times and stated that it will appear in next month's issue.

There have been some complaints that the website was not up to date because Barb Petersen had been gone. Les stated that he would ask Barb Grosskopf to be the back-up.

Les stated that he still had to talk with two people before interactive ticket sales go into effect.

Roger reported that he had been in contact with Phyllis about the turn over of the club books and that she stated that she was behind in entering the items because of her arm being hurt. He is going to call her and ask how she is coming and will give her a target date for the turn over. He also indicated that he would volunteer to help get her caught up.

Judy will meet with Carme re: money and tickets.

In her absence there was no report from T, however Les stated that a new roster would be available during the first quarter of 2008.

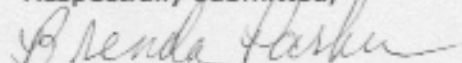
J.B. said she had no report.

Art is trying to find volunteers for driving and other help for our members. Brenda will develop a statement asking for these volunteers and send it to Art for proofing before sending it to the members.

Wendell stated that in Dirk's absence he needs someone with a van or truck to move tables and chairs when necessary. He also read a list of things he feels the Board should address. Les asked that he give the list to Brenda for typing and that we would tackle these items at future meetings.

There being no other business to come before the Board, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,



Brenda Parker
Secretary

Treasurer Report
January 2008

- 1) Received all documents and Quicken data files from Phyllis Edwards on January 16, 2008. I will be loading Quicken onto my computer this week and updating Quicken for all January activity that hasn't been posted by Phyllis.
- 2) Cash balance as of January 17, 2008 is \$6,069.18.
- 3) Suggestion from Diane Schaak for the singles golf club: Members who have unpaid fines get one outing "grace" but must pay the fine before they can play second outing.
- 4) Attended the financial reporting meeting held by CAM on January 17. Here are the highlights:

Annual budget does not have to be reported to CAM it is only needed if the club wants to do one.

CAM has records storage at Iron Mountain. Prior year records should NOT be stored at officer's homes. Box up records, clearly labeled and deliver to CAM.

Monthly financial reporting is not required by CAM, only year end summary of cash, revenue and expenses. CAM has prepared a form for reporting annual financial activity for each club to complete. I will make sure Quicken is set up for the revenue/expense categories that CAM wants reported.

The books for each club should be on a cash basis, not accrual. Revenue or expenses should be booked in the month they are received/paid irregardless what month the activity is in. (Example: 2008 membership deposited in 2007).

Goal is for each club to have their own EIN number so financial/tax reporting will be done by treasurer and not by CAM. Currently all clubs roll up under the CAM EIN. This will happen sometime in 2008.

Make sure all contractors hired by the club complete a 2008 W-9 form BEFORE they are paid if it will exceed \$600 for the year. Currently CAM is not getting this info from the clubs so a 1099 can be issued. When the club has their own EIN they will be responsible for issuing 1099's by January 31.