**District 11 Treasurer’s Report Summary**

**JUNE 2021**

Available Funds, minus $4000 prudent reserve: **$1,699.67**

Income from Individual Groups: **$420.00** Expenses Incurred:  **$192.89**

1. A situation has come up where a member of AA sent an invoice to me to be reimbursed for $92.50 for 10 soft cover Big Books. I did not pay the invoice because it was homemade off the computer. He is not a committee chair person. There was no receipt. There was no “Received” receipt from the hospital. It didn’t say what hospital or when.

Our procedure/guidelines for Individuals to be reimbursed is:

1. Complete the reimbursement form that is now on the website, or I can mail you one. It has a line to show where the expense is designated to a committee. A committee chair is signs off on this as well.
2. Attach a receipt.
3. Tell precisely what you spent the money on. Example… 6 books to XYZ Hospital. 6 Books to ABC Hospital. Mailed out 50 letters. All of this would also be in the Committee Chairs report to the District.

The guidelines are in place to support us as Trusted Servants to make good choices and to be accountable for our actions, especially when it comes to spending someone else’s money.

The other procedure we have in place for spending money…

1. A committee chair person fills out the Reimbursement form stating what they want money for and the Treasurer or Alternate Treasurer uses the District checking account/Debit card to pay for it.

This month I have started inviting people that are currently active in the District, as well as some that are not, to consider standing for District Positions in November. Especially if there is not a Alternate to rotate into a position, then it would be helpful to invite people to consider standing so we can have an active District moving forward.

Respectfully Submitted,

Holly G. & Tim B.

Attached Documents: Statement of Activity, Budget Report, Report Summary