



## 2021-2022 BSMA Finance Committee

Sunday, April 10<sup>th</sup>, 2022  
4.00 p.m. PDT, 7:00 p.m. EDT

### MINUTES

Proposed Attendees: Anne Parker, Committee Member  
Brenda Ternullo, Committee Member  
Christine McCracken, Committee Member  
Diana Evans Vance, National Treasurer  
Julie Straw, Finance Committee Chairwoman  
Lucie Cutts, National Financial Secretary  
Sonya Stowers, Committee Member – entered meeting at 4:21 p.m. PDT  
Stacy Anders, National President  
Suzi Freeman, Committee Member

Meeting Called to Order at 7:13 p.m. EDT/4:13 p.m. PDT

Pledge of Allegiance

Opening Prayer

- I. Approval of prior minutes (March) – Motion to approve the minutes for the March FC meeting with changes as noted; motioned carried with no abstentions.**
- II. Status of Audit / 990 Filing**
  - A. NEB approved audit
  - B. 990 on extension
  - C. PayPal linked to QuickBooks and listed in our Chart of Accounts as of April 1, 2022 – PayPal will need to be reconciled monthly just like Bank of America
- III. Review of financial statements**
  - A. September (re-issued) – **Motion to approve the re-issued September 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried without abstentions.**
  - B. October – **Motion to approve the October 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
  - C. November – **Motion to approve the November 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
  - D. December – **Motion to approve the December 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
  - E. January – **Motion to approve the January 2022 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
  - F. February – in progress, will be done shortly
  - G. March – not available but in progress
- IV. CFC Application update - no result expected until June**
- V. Convention**
  - A. Ratify email vote concerning 2023 Convention fundraiser (paperweight) –

**Motion to ratify the vote taken by email to approve the 2023 Convention Fundraiser (paperweight); motion carried with one abstention.**

Note: This will be a deferred expense and a deferred income item. Item will be sold through the Online Store beginning the Tuesday of Convention and have a commemorative tag attached.

- B. NP is waiting to hear back from the hotel regarding the final food bill for Convention 2022 (will affect the final registration cost).

- VI. Online Store & Nat'l Treasurer Update** – National Treasurer's Notes sent to committee prior to meeting
  - A. NT recommended a handout or inclusion in comments by FCC at Convention regarding "Sunshine Funds" as pertains to co-mingling with chapter funds.
  - B. NT recommended strongly that if software is purchased from TechSoup that BSM also use their installation service to guarantee it is effected correctly
  - C. Discussion of two Southwest Air voucher received by NT. They will be used to defray costs for airfares for 2022 Convention.
  - D. NT explained the additional expense to Philadelphia Insurance Company for change of address to reflection the current National President.
  
- VII. Nat'l Financial Secretary** – discussion of progress on February, March and April financials.
  
- VIII. Chapter Grant program - Motion to approve chapter grants for TN7, NJ7 & NC17 (new chapters); motion carried with no abstentions.**
  
- IX. Chapter compliance & Chapter 990 filing issues**
  - A. RI1 has submitted only the 990.
  - B. A few other chapters having trouble filing their 990s.
  
- XI. Proposed 2022-2023 Financial Policy changes** – Proposed additions, deletions, and revisions were discussed. As the hour was growing late, an additional Finance Committee meeting was scheduled. Review of proposed 2022-2023 financial policy changes will be completed at that time.
  
- XII. Proposed 2022-2023 Budget considerations** – Work on the 2022-2023 budget was postponed until the meeting on Thursday, April 14<sup>th</sup>.
  
- XIII. New Business-** none

Meeting adjourned at 7:13 p.m. PDT/10:13 p.m. EDT

Next meeting: Thursday, April 14, 2022 at 2:00 p.m. PDT/5:00 p.m. EDT

**MOTION LOG FOR FINANCE COMMITTEE MEETING  
SUNDAY, APRIL 10, 2022**

- 1. Motion to approve the minutes for the March FC meeting with changes as noted; motioned carried with no abstentions.**
- 2. Motion to approve the re-issued September 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried without abstentions.**
- 3. Motion to approve the October 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
- 4. Motion to approve the November 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
- 5. Motion to approve the December 2021 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
- 6. Motion to approve the January 2022 financial reports as corrected to be forwarded to the NEB for review; motion carried with no abstentions.**
- 7. Motion to ratify the vote taken by email to approve the 2023 Convention Fundraiser (paperweight); motion carried with one abstention.**
- 8. Motion to approve chapter grants for TN7, NJ7 & NC17 (new chapters); motion carried with no abstentions.**