

August Finance Committee Report

Regarding last year (2015-16) I prepared a report of the committee's activities for the year and am forwarding it separately. Two items in that report need to be updated: the Bylaws amendment allowing a Financial Review passed and the Finance Committee Policies and Procedures document was adopted by the committee and has been posted on the District Website

1. Patty Rice completed her 3-year term as District Treasurer and Ted Trainer is our new District Treasurer. He has been working with Patty and our bookkeeper Sarah Youngclaus-Smith to ensure a smooth transition and to differentiate the duties of the treasurer and the bookkeeper. I believe the District Treasurer's position is a complex and difficult job that Patty has made look easier than it is. I'm confident Ted will do a great job but he has mentioned to me that there may be a short learning curve so a degree of patience by all would be good.
2. Patty, PDG Marty Helman, and Eileen Dugan have all completed their terms on the Finance committee. Sheila now becomes a PDG member, David Underhill a voting member, and Mike Asselin from the Portsmouth Rotary Club the new Division A member, and Ted the Treasurer.
3. Meetings have been scheduled for the year: September 19th, December 12th, February 27th, and June 19th. Of course we may call additional meetings if necessary.
4. Patty, Ted, and Sarah meet to discuss identifying an auditing firm to do our annual Financial Review and prepare the District 990 IRS filing. The committee had asked that Patty seek bids from three firms, which she did. They recommended going with Kelly, Dawson, Smith, Purvis, & Bassett, the same firm we have been using for the past 3 years. Their bid was slightly higher than one of the other firms but they felt that our current firm knew our organization well and had been very cooperative and helpful and that we should continue with them. The full Finance Committee agreed.
5. Rotary International during the past year has been pushing Districts to provide financial information to all Rotarians in the District in a timely manner - defined by them as by September 30. Our District has traditionally done this at the District Conference in the spring and we usually do not receive the finally district audit until December. RI informed Governor Marge that it would approve a later date if we so notified them ahead of time.

The email I sent to Kaitlin Kirk regarding Rotary's newly reemphasized District Financial Reporting Requirements

I am writing to you as the chair of the District 7780 Finance Committee, with the concurrence of our current, immediate past, and next two future District Governors. We actually have two plans currently in the works.

First, if we go forward with our past practice of sharing the annual Financial Review done by an outside accounting firm, we would anticipate being able to share that with district Rotarians at

least by our District Training Assembly, which is typically in April. This Rotary year it will be on April 8th. In the past this was usually done at our District Conference, held in May or June. (We recently changed our District Bylaws to allow an Annual Review rather than a full-scale Audit.)

Second, I looked at the template you provided for the Annual Statement and Report of District Finances. I know that there is a requirement for that statement to have some sort of independent review, but I intend to have our Finance Committee look into using this form, and if we do, we **may** be able to meet the September deadline.

For the time being, consider that District 7780 will meet the reporting requirement by April at our District Training Assembly. If we are able to do it sooner, I trust there will be no problem on your end.

Please let me know if this is sufficient, or if you need something else from us.

Here is her response

Hi Lawrence-

I hope you are well. I will record your intended timeline as April 8th- and if you're able to distribute the statement ahead of time, just let me know and we can adjust, no problem at all. Just keep me in the loop as you move forward- thank you so much for your response.

Sincerely,
Kaitlin

6. Past District Treasurer Patty Rice will be attending our September meeting when we expect to go over unaudited end-of-year figures.

Respectfully submitted,

Lawrence Furbish
Finance Committee Chair