

**April 2021**  
**FA Report to the Board**

Dear Board members,

In April I have continued maintaining the financial records and paying vendors in a timely manner. Since everyone is preparing their budget information for next year, I have provided requested information pertaining to the current year budget and next year's budget in order to help develop accurate estimates for next year. I have worked with Mary Alice to create new general ledger accounts for many items including PayPal and the auction, which should help track income and expenses accurately.

This month I spent some time working with Aline and Rev DL in order to understand how to order the leaves for the Tree of Life and finally the order was placed last week and the leaves were mailed for engraving.

Dave Ruede is busy working on the yearly pledge drive and I printed letters and envelopes to assist him. There have been quite a few returned already to Jeff so hopefully everything is going well compared to non-covid times.

Mary Alice has been handling all of the auction financials so far this month and hopefully I will be able to help with some needed work after the auction is completed.

Regards,  
Sue