

**Southern Park County
Fire Protection District
Board of Directors**

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TREASURER'S REPORT – JANUARY, 2011
(for presentation at the 2/3/2011 SPCFPD Board of Directors' Meeting)

Reports submitted:

- **Sunflower Bank Check Register** – January, 2011
- **Balance Sheet** as of January 31, 2011
- **Quick Overview of Actual vs. Budget Over/Under** – YTD January, 2011
- **Profit & Loss Actual vs. Budget Detail** – Month & YTD January, 2011

Sunflower Bank Check Register: Opening Balance at January 1, 2011 was \$2,217.98. Items to note:

- Deposited \$325.50 from Forest Service related to 2010 Reservoir Road Fire response/Breslin.
- Issued Ck #6386, 1/20/11 to L. Marvin so that he could pay Pikes Peak C.C. for EMT courses.

Ending Balance in our checking account at January 31, 2011 was \$167.87. Total General Fund (includes checking, savings and petty cash) at the end of January was \$81,460.36. Capital Reserve Fund balance is \$75,000.

Balance Sheet: The only changes are the usual: cash balances, payroll liabilities, and current year net income (no change to fixed assets).

Quick Overview: January, 2011 total income is \$291 more than budgeted. January expenses are \$654 less than budgeted. Net Income at the end of January is therefore \$945 more than budgeted.

Profit & Loss: Detailed report. There are no income categories off budget by more than \$1,000. The only expense category off budget by more than \$1,000 is Repairs, which is currently \$1,093 under budget.

On January 12, mailed the last of the 967 Area 04 Inclusion letters. Helped Sam merge the accepted petition property owners (85 as of February 1, 2011) into a legal notice for the Flume.

On January 14, the Audit Committee met, reviewed the 2010 financial transactions and issued its report.

On January 15, reviewed the first draft from the CPA firm and sent my changes/suggestions. Reviewed the second draft on January 18 and it is now ready to be published once the Resolution for Exemption from Audit is signed.

On January 23, prepared, printed and e-filed three (3) 2010 W-2's and the W-3 transmittal; also seven (7) 2010 1099's and the 1096 transmittal.

Ordered and installed new Intuit QuickBooks 2011 (old 2007 version was approaching support expiration date).

Created a "Purchase Order for Tax-Exempt Lodging" to be used for employees and volunteers who need to stay at a hotel or motel on District business (i.e. training, conferences, etc.). Also discussed "Purchasing Card" with VISA.

Respectfully Submitted,

Anita Long, Treasurer