

Committee Report:
Submitted By:
Date Submitted:

Treasurer Report
Bonnie Woodrow
07/10/2023

Report Narrative:

The Budget vs Actual report dated July 10, 2023, is attached for Board approval.

The checking register balance as of June 30, 2023, is \$59,353.98.

Respectfully submitted,

Treasurer Contact: Name: Bonnie Woodrow
E-Mail: bwoodrow@rentonwa.gov
Phone: (425) 430-6531

District and Municipal Court Management Association

Budget vs Actual

July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Membership Dues	0.00	50,000.00	-50,000.00	0.0%
Regionals				
Fall Regionals		2,000.00	-2,000.00	0.0%
Spring Regionals		2,000.00	-2,000.00	0.0%
Total Income	<u>0.00</u>	<u>54,000.00</u>	<u>-54,000.00</u>	<u>0.0%</u>
Gross Profit	0.00	54,000.00	-54,000.00	0.0%
Expense				
Awards	0.00	1,100.00	-1,100.00	0.0%
Board Meeting Expenses	162.40	1,400.00	-1,237.60	11.6%
Courts Helping Courts	0.00	2,000.00	-2,000.00	0.0%
Education				
Academy	0.00		0.00	0.0%
Annual Conference	0.00	10,000.00	-10,000.00	0.0%
Regionals	0.00	4,000.00	-4,000.00	0.0%
Retreat - meals	153.55	300.00	-146.45	51.18%
Staff Conference	0.00	0.00	0.00	0.0%
Flowers & Cards	124.55	600.00	-475.45	20.76%
Liability Insurance	0.00	1,500.00	-1,500.00	0.0%
Long Range Planning Committee	0.00	500.00	-500.00	0.0%
Membership Committee	0.00	100.00	-100.00	0.0%
Miscellaneous Expenses	0.00	0.00	0.00	0.0%
NACM				
NACM Annual (July)	2,900.43	6,000.00	-3,099.57	48.34%
NACM Mid Year (February)	0.00	2,000.00	-2,000.00	0.0%
President Expense	0.00	1,200.00	-1,200.00	0.0%
Procedures Committee	0.00	0.00	0.00	0.0%
Scholarship Committee	500.00	1,000.00	-500.00	50.0%
Secretary Expenses	0.00	0.00	0.00	0.0%
Technology	558.45	10,000.00	-9,441.55	5.59%
eCourt Conference (December)	0.00		0.00	0.0%
CTC (September)	2,265.58	3,200.00	-934.42	70.8%
Travel Expenses	0.00	3,300.00	-3,300.00	0.0%
Treasurer Expenses	0.00	5,800.00	-5,800.00	0.0%
Website	0.00	0.00	0.00	0.0%
Total Expense	<u>6,664.96</u>	<u>54,000.00</u>	<u>-47,335.04</u>	<u>12.34%</u>
Net Ordinary Income	<u>-6,664.96</u>	<u>0.00</u>	<u>-6,664.96</u>	<u>100.0%</u>
Net Income	<u><u>-6,664.96</u></u>	<u><u>0.00</u></u>	<u><u>-6,664.96</u></u>	<u><u>100.0%</u></u>

District and Municipal Court Management Association

Reconciliation Detail

DMCMA Bank Account, Period Ending 07/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						61,832.16
Cleared Transactions						
Checks and Payments - 18 items						
Check	07/06/2023	DB4550	Envision Design Sol...	X	-180.00	-180.00
Check	07/08/2023	DB0362	Uber	X	-46.68	-226.68
Check	07/08/2023	DB0362	Harpoon Harry's	X	-43.72	-270.40
Check	07/08/2023	DB0362	Dish Delish	X	-19.56	-289.96
Check	07/09/2023	DB0362	JW Marriott Tampa	X	-12.90	-302.86
Check	07/10/2023	DB0362	Alaska Airlines	X	-30.00	-332.86
Check	07/11/2023	DB0362	JW Marriott Tampa	X	-25.50	-358.36
Check	07/12/2023	DB5909	Microsoft	X	-153.00	-511.36
Check	07/13/2023	DB0362	JW Marriott Tampa	X	-1,100.50	-1,611.86
Check	07/13/2023	DB0362	JW Marriott Tampa	X	-7.99	-1,619.85
Check	07/14/2023	DB5883	JW Marriott Tampa	X	-1,271.58	-2,891.43
Check	07/17/2023	DB0362	Ingallinas Box Lunch	X	-162.40	-3,053.83
Check	07/17/2023	DB0362	Kameo Flower Shop	X	-124.55	-3,178.38
Check	07/17/2023	DB5883	Alaska Airlines	X	-30.00	-3,208.38
Check	07/21/2023	DB5909	Microsoft	X	-165.45	-3,373.83
Check	07/27/2023	DB5883	NCSC	X	-900.00	-4,273.83
Check	07/27/2023	L9Y8F...	Margaret Yetter	X	-312.00	-4,585.83
Check	07/27/2023	DB5883	Taco Time	X	-153.55	-4,739.38
Total Checks and Payments					-4,739.38	-4,739.38
Total Cleared Transactions					-4,739.38	-4,739.38
Cleared Balance					-4,739.38	57,092.78
Uncleared Transactions						
Checks and Payments - 11 items						
Check	03/09/2016	5632	Paulette Revoir		-31.93	-31.93
Check	12/02/2016	debit c...	Lacey Parks		-100.00	-131.93
Check	05/01/2017	5706	Ruth Davis		-34.58	-166.51
Check	05/26/2018	5839	City of Battle Ground		-50.00	-216.51
Check	05/26/2018	5836	Spokane Municipal ...		-50.00	-266.51
Check	12/08/2018	5856	Jennifer Creighton		-58.86	-325.37
Check	03/14/2019	5869	Diana MacKenzie		-104.40	-429.77
Check	08/19/2019	5890	city of Tukwila		-1,248.41	-1,678.18
Check	04/21/2020	R3215...	Cash		-800.00	-2,478.18
Check	06/21/2021	5942	Michelle Petrich		-500.00	-2,978.18
Check	07/27/2023	V6X3...	Andrea Reef		-500.00	-3,478.18
Total Checks and Payments					-3,478.18	-3,478.18
Deposits and Credits - 1 item						
Deposit	01/24/2022				500.00	500.00
Total Deposits and Credits					500.00	500.00
Total Uncleared Transactions					-2,978.18	-2,978.18
Register Balance as of 07/31/2023					-7,717.56	54,114.60
New Transactions						
Checks and Payments - 4 items						
Check	08/01/2023	DB4550	NCSC		-900.00	-900.00
Check	08/01/2023	DB4550	Expedia		-227.79	-1,127.79
Check	08/02/2023	DB5883	Envision Design Sol...		-60.00	-1,187.79
Check	08/07/2023	DB5883	Alaska Airlines		-237.79	-1,425.58
Total Checks and Payments					-1,425.58	-1,425.58
Total New Transactions					-1,425.58	-1,425.58
Ending Balance					-9,143.14	52,689.02



P.O. Box 15284
Wilmington, DE 19850

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DISTRICT AND MUNICIPAL COURT
MANAGEMENT ASSOCIATION
1055 S GRADY WAY NO 3
RENTON, WA 98057-3232

Your Business Advantage Fundamentals™ Banking Preferred Rewards for Bus Platinum

for July 1, 2023 to July 31, 2023

Account number: XXXXXXXXXXXXXXXXXXXX

DISTRICT AND MUNICIPAL COURT MANAGEMENT ASSOCIATION

Account summary

Beginning balance on July 1, 2023	\$61,832.16
Deposits and other credits	0.00
Withdrawals and other debits	-4,739.38
Checks	-0.00
Service fees	-0.00
Ending balance on July 31, 2023	\$57,092.78

- # of deposits/credits: 0
- # of withdrawals/debits: 18
- # of items-previous cycle¹: 0
- # of days in cycle: 31
- Average ledger balance: \$59,936.94
- ¹Includes checks paid, deposited items and other debits

Account security you can see

Check your security meter level and watch it rise as you take action to help protect against fraud. See it in the Mobile Banking app and Online Banking.

To learn more, visit bofa.com/SecurityCenter or scan this code.



When you use the QRC feature, certain information is collected from your mobile device for business purposes. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

SSM-12-22-0030A | 5197654

IMPORTANT INFORMATION: BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Withdrawals and other debits

Date	Description	Amount
07/27/23	Zelle payment to Margaret Yetter for "NACM Reimbursable Expenses"; Conf# I9y8fi4lt	-312.00
Card account # XXXX XXXX XXXX 0362		
07/10/23	CHECKCARD 0707 ALASKA AIR 02723401290 SEATTLE WA 24431063189036401290360 CKCD 3256 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-30.00
07/10/23	CHECKCARD 0708 DISH 3 SEA SEATTLE WA 24692163190109198233544 CKCD 5814 XXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-19.56
07/10/23	CHECKCARD 0708 Uber Technolog San FranciscoCA CKCD 4121 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-46.68
07/10/23	CHECKCARD 0708 HARPOON HARRY'S CRAB HO 941-6311177 FL 24416063190900018950987 CKCD 5812 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-43.72
07/11/23	CHECKCARD 0709 JW MARRIOTT TAMPA W ST TAMPA FL 24692163191100141617056 CKCD 3509 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-12.90
07/13/23	CHECKCARD 0711 JW MARRIOTT TAMPA W ST TAMPA FL 24692163193101854610997 CKCD 3509 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-25.50
07/17/23	CHECKCARD 0708 JW MARRIOTT TAMPA W ST TAMPA FL 24692163195100731487478 CKCD 3509 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-1,100.50
07/17/23	CHECKCARD 0713 JW MARRIOTT TAMPA W ST TAMPA FL 24692163195100731486686 CKCD 3509 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-7.99
07/17/23	CHECKCARD 0715 ALASKA AIR 02723410205 SEATTLE WA 24431063197036410205292 CKCD 3256 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-30.00
07/18/23	CHECKCARD 0717 INGALLINAS BOX LUNCH 206-7669400 WA 24999893198900019473895 CKCD 5499 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-162.40
07/19/23	CHECKCARD 0717 TLF*KAMEO FLOWER SHOP I 509-4537166 WA 24717053199161993745607 CKCD 5992 XXXXXXXXXXXXX0362 XXXX XXXX XXXX 0362	-124.55
Subtotal for card account # XXXX XXXX XXXX 0362		-\$1,603.80
Card account # XXXX XXXX XXXX 4550		
07/06/23	CHECKCARD 0705 IN *ENVISION DESIGN SOL 253-9736095 WA 24692163186106316016278 CKCD 7372 XXXXXXXXXXXXX4550 XXXX XXXX XXXX 4550	-180.00
Subtotal for card account # XXXX XXXX XXXX 4550		-\$180.00
Card account # XXXX XXXX XXXX 5883		
07/17/23	CHECKCARD 0707 JW MARRIOTT TAMPA W ST TAMPA FL 24692163196101638659994 CKCD 3509 XXXXXXXXXXXXX5883 XXXX XXXX XXXX 5883	-1,271.58
07/28/23	CHECKCARD 0727 FSP*NCSC 800-616-6165 VA 24445003208300611227654 CKCD 8398 XXXXXXXXXXXX5883 XXXX XXXX XXXX 5883	-900.00

continued on the next page

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Withdrawals and other debits - continued

Date	Description	Amount
07/31/23	CHECKCARD 0728 DD DOORDASH TACOTIMEN 855-973-1040 CA 24492153209717062582986 CKCD 5812 XXXXXXXXXXXXX5883 XXXX XXXX XXXX 5883	-153.55
Subtotal for card account # XXXX XXXX XXXX 5883		-\$2,325.13
Card account # XXXX XXXX XXXX 5909		
07/12/23	CHECKCARD 0713 NNT MSFT *-<E02 MSBILL.INFO WA 00000000000000000110735 RECURRING CKCD 5045 XXXXXXXXXXXXX5909 XXXX XXXX XXXX 5909	-153.00
07/21/23	CHECKCARD 0722 NNT MSFT *-<E06 MSBILL.INFO WA 00000000000000000388124 RECURRING CKCD 5045 XXXXXXXXXXXXX5909 XXXX XXXX XXXX 5909	-165.45
Subtotal for card account # XXXX XXXX XXXX 5909		-\$318.45
Total withdrawals and other debits		-\$4,739.38

Service fees

The Monthly Fee on your primary Business Advantage Fundamentals Banking account was waived for the statement period ending 06/30/23. A check mark below indicates the requirement(s) you have met to qualify for the Monthly Fee waiver on the account.

- ✓ \$250+ in new net purchases on a linked Business debit card has been met
- ✓ \$5,000+ combined average monthly balance in linked business accounts has been met
- ✓ Become a member of Preferred Rewards for Business has been met

For information on how to open a new product, link an existing service to your account, or about Preferred Rewards for Business please call 1.888.BUSINESS or visit bankofamerica.com/smallbusiness.

Daily ledger balances

Date	Balance (\$)	Date	Balance (\$)	Date	Balance (\$)
07/01	61,832.16	07/13	61,320.80	07/21	58,458.33
07/06	61,652.16	07/17	58,910.73	07/27	58,146.33
07/10	61,512.20	07/18	58,748.33	07/28	57,246.33
07/11	61,499.30	07/19	58,623.78	07/31	57,092.78
07/12	61,346.30				