

# Memorandum

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**To:** Chris White and Annette Perez  
**From:** Nancy Reynolds  
**Date:** 7/7/18  
**Re:** June Financials and Year-End Reports

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## Notes/Comments:

- **Current Period** - Notes/observations:
  - Net Negative Cash Flow of ~<\$11.1K> for June – there were no Dues and Service fees deposited.
  - Checking account balance is ~\$9.0 K.
  - As of the end of June 2018, ACE has ~685.4K in savings and investments.
- The following Fiscal Year End documents have been included: Journal FY 17-18, Interest Income FY 17-18, Income Statement FY 17-18, PAC Income Statement FY 17-18, PAC GL FY 17-18, PAC IS FY 17-18, PAC Bal Sheet FY 17-18, Depreciation Schedule, and a new Cash Log.
- I am currently using the 2016 version of QuickBooks. Should your auditor require electronic copies of any information, they will need either the same or later version of the software or the Accountant Version.
- My invoice is attached.
- Please call or email me if you have any questions: [reynoldsactg@sbcglobal.net](mailto:reynoldsactg@sbcglobal.net) or (650) 815-8602

Thank you