

Memorandum

To: Scott Olsen and Kathy Nguyen
From: Nancy Reynolds
Date: 1/6/2023
Re: December Financials

Notes/Comments:

- **Current Period** - Notes/observations:
 - Net Positive Cash Flow of ~**\$3.4K** for December. Dues deposited in December were ~**\$24.1 K**.
 - Checking account balance is ~**\$125.5 K**.
 - As of the end of December 2022, ACE has ~**\$598.7K** in savings and investments.
- I corrected depreciation for November. All the furniture purchased during the remodel is now fully depreciated.
- I have included the mailing addresses I currently have on file for those set to receive 1099 NECs. Are you aware of any changes? I would like to mail them on January 17th. I will reach out when I have everything prepared to schedule a meeting to give Scott the forms that need to be sent to the IRS and the office copies.
- Please call or email me if you have any questions: reynoldsactg@sbcglobal.net or (650) 815-8602

Thank you and Happy New Year!