

2020 Committee Reports

KY State Convention May 16th -17th, 2020

Lexington, KY

Report of the Audit and Finance Committee

The following councils were assigned to the **A**udit & **F**inance **C**ommittee by the State Deputy: 702 – Covington, 1004 – Morganfield, 1290 – Bardstown, 1361 – Waverly, 4270 – Springfield, 7847 – Hopkinsville, 10263 – Nicholasville, 10682 – Louisville, 11453 – Hardin, 11591 – Paducah, 12562 – Louisville, 12923 – Campbellsville, 12965 – Oak Grove, 14604 – Pewee Valley, 15063 – Pikeville, 15452 – Lexington, 15613 – Lexington, 15707 – Lexington, 15841 – Louisville, 16956 – Middlesboro

The following council delegates were represented on the Join.Me video/audio call:

Council 1004 – GK Matt Ciecorka, Council 1290 – GK Ken Berry, Council 7847 – GK Tom O’Hagan, Council 11591 – GK Will Edwards, Council 15613 – GK Al Dodak and Council 15841 – GK John Bates, thank you gentlemen for your participation.

The committee met via Join.Me video/audio meeting on Wednesday May 13, 2020 at 7:00pm EST/6:00pm CST. State Treasurer Tom Johnson reviewed the procedures used to receive and disburse State Council Funds as follows:

1. The State Treasurer maintains the financial records using QuickBooks Pro 2017.
2. All receipts and bills flow through the State Secretary. The State Secretary forwards receipts to the State Treasurer for deposit indicating which sub-account the funds are to be credited to. The State Secretary creates vouchers to pay bills and indicates which sub-account are to be debited.
3. The State Treasurer creates deposit documents and deposits funds to the designated sub-account.
4. Bills or requests for payment are sent to the State Secretary for processing. The State Secretary creates a voucher and forwards it to the State Deputy for approval prior to payment.
5. Once approved, the State Treasurer generates checks to pay approved vouchers and prepares them for distribution.
6. The State Treasurer is authorized to be the sole signatory on checks valued at less than \$500.00. Checks in excess of this amount also require the signature of the State Deputy.

The following records were available to the committee members for FY 2019-2020:

1. Monthly Bank Statements
2. Monthly Reconciliation Summary Statements from July 1, 2019 through April 30th, 2020.
3. Monthly Reconciliation Detail Statements from July 1, 2019 through April 30th, 2020.

4. Monthly P&L Budget vs Actual Reports
5. Monthly Restricted Funds Reports
6. Processed Vouchers
7. Processed Check stubs
8. Funds Remitted statements (deposits)
9. FY 2018-2019 IRS 990-EZ filing
10. FY 2018-2019 Compilation Report to Supreme

It was the consensus of the committee that the State Council funds are being properly controlled and accounted for and I called for a motion to accept the report as submitted and presented. GK Matthew Ciecorka made a motion to accept the State Treasurer as submitted and presented. GK Tom O'Hagan seconded the motion. I called for a vote on the motion. The motion passed unanimously.

Respectfully submitted

Tom Johnson
KY State Treasurer
FY 2019-2020

Credentials Committee Report 2020

Thank you, Worthy State Deputy. The Credentials Committee met on Friday, May 15, 2020. The committee consisted of delegates from the following councils: 4665, 5453, 7387, 13053, 14290, and council 16206. Thank you for taking the time to join us in the online meeting.

The Credentials Committee discussed the process for delegate registration and recording was explained. The Committee discussed how delegates were certified. The members agreed that that I did due diligence in preparing the spreadsheet data for those delegates registered.

Worthy State Deputy, that concludes my report.

Steve Zanone
KY State Secretary
FY 2019-2020
