



Council Email Meeting 18th August 2014

1. Present

- Angela McNaughton, Rob Hall, Graeme Turner, Bridget Lowry, Alan Brown

2. Apologies

3. Finance Sub Committee Report – Angela McNaughton

Accounts for Payment

1. Emblems NZ Ltd=\$163.88 (for supply of 50 Society badges, as passed at May meeting)
2. PBB=\$754.69
3. South Bar Room Hire=\$172.50 (for July meeting)
4. RAS Membership Annual Levy=\$378.00

Also Rob and I signed a Direct Debit form last week for a monthly payment of \$57.50 to Xero, the first payment will go out on 11/09/2014.

Progress with Xero-To date I have had no issues. Tomorrow the bank feeds come through on Xero, so all transactions can be reconciled very simply.

Last Thursday I compiled 28 ADL invoices (from a list provided by Bridget) on Xero and 26 were emailed to breeders, 2 were posted on Friday. I also sent a covering email explaining that we are using a new accounting software system and that all invoices will now be generated thru Xero. I invited any queries about the invoices to be sent to me via email or by phone. I had 1 email query prior to sending the explanation email, but none since. We have received one payment so far.

I sent an email to Faye and asked that she forward details of any merchandise invoices that need to be issued to me, so that all invoices are in the Xero system from now on.

Once the system is completely up and running, I expect to provide access to others so that they can issue invoices.

Accounts passed for payment by the 5 councillors present.