

*Treasurer's Report to the ARMA Vancouver Island Board of Directors
June 2005*

Dear Fellow Board Members:

As agreed to at our Annual General Meeting, the following is a short synopsis of my year as Treasurer for our chapter. A formal financial report will be produced and forwarded for BoD approval separately.

Starting up our chapter's financial records was a little slow because it took some time to register as a society. We didn't actually have a bank account during our first year of operation. So, for all of 2004 our funds were managed manually by our very worthy President, Cindy Watt. However in February 2005, we were able to open a bank account, order cheques, and actually open a set of chapter "books".

Our first event was a great success with me receiving my first lesson on processing a credit card transaction! I learned very quickly that the Treasurer's job is one of the best positions on the Board – not difficult or stressful – but providing a great opportunity to learn about ARMA. With our bank account now open, cheques received and everything rolling along smoothly, now is a perfect opportunity for any new member wishing to get involved to step up to the plate! I would highly recommend beginning here. With experienced members like Ken, Cindy and Ann, one is sure to learn a great deal while enjoying membership with *ARMA Vancouver Island*.

I would like to thank the other members of the Board for their patience and willingness to assist.

Sincerely,

Bonnie Walsh