

Alpha Kappa Alpha Sorority, Incorporated
 Pi Omicron Omega Chapter
 Tamiouchous Report

Month: February 29, 2024

	Operating	Community
Beginning Bank Balance: 02/01/24	\$ 20,385.98	\$ 17,811.33
Deposits	\$ 1,902.36	\$ 212.00
Cancelled Checks	\$ -	\$ -
Disbursements	\$ 3,360.96	\$ 140.53
Deposits in Transit	\$ -	
Outstanding Disbursements	\$ -	
Ending Account Balance: 02/29/2024	\$ 18,927.38	\$ 17,882.80

Voided Checks:

Check # 1346; amount \$1571.36 to Lowe's Hardware - Burlington NC

Reason for void – The check amount was written incorrectly and didn't match to the numerical amount.

Check # 1347; amount \$1571.36 to Lowe's Hardware Burlington NC

Reason for void – Lowe's Burlington Check Clearinghouse Service Certegy would not accept the check. Certegy could not provide any additional information about why they did not accept the check, other than that their computer model indicated there were risk factors associated with receiving the check from the chapter's business account. I spoke with Basileus Briggins about options for completing the purchase. We decided to purchase the storage shelves with the card associated with the Operating account.

Alpha Kappa Alpha Sorority, Incorporated

Pi Omicron Omega

Balance Sheet

February 29, 2024

Assets

Chapter Operation-Account 4891	\$18,927.38
Community- Account 4909	\$ 17,882.80
Total Assets	<u>\$36,810.18</u>

Net Assets

General Net Assets	\$36,810.18
Less: 2025 dues	<u>\$100.00</u>
Net Assets	<u>\$36,710.18</u>

Notes:

2025 Dues - C.Taylor (\$100)

Alpha Kappa Alpha Sorority, Incorporated
 Pi Omicron Omega Chapter
 Operating Budget

Month: February 29, 2024							
Revenues	Month Actual	Actual YTD	Variance - Line item balances (optional)	Approved Budget	Budget to Actual YTD %	% of Budget	Notes
103 Dues and Assessments				\$25,575.00		84%	
103a Chapter Tax	\$ -	\$ -		\$300.00			
103b Per Capita Tax	\$ -	\$ -		\$7,250.00			
103c EAF Dues	\$ -	\$ -		\$650.00			
103d Chapter Dues	\$ 75.00	\$ 510.00		\$17,375.00	3%		2024 Dues (D.B.Walker)
103e Reactivation	\$ -	\$ -					
103 Total Dues and Assessments	\$ -	\$ 510.00		\$0.00	#DIV/0!	0%	
106 Miscellaneous	\$ 1,571.36	\$ 1,571.36		\$5,000.00	31%	16%	Lowe's Hardware Burlington NC - Credit for return - shelves purchased for Storage Unit (Archives Committee). Purchased on 02/26; Returned (credit) 02/27
107 Chapter Retreat	\$ -	\$ -					
108 EAF Challenge	\$ -	\$ 38.16					
109 Community Assessments Rcvd via Zelle	\$ 156.00	\$ -					
110 2025 Dues Paid in Advance	\$ 100.00	\$ 100.00					02/06/24 - 2025 Dues C.Taylor (\$100)
Total Revenue	\$ 1,902.36	\$ 2,219.52	\$0.00	\$30,575.00	7%	100%	
Expenses							
201 Dues and Assessments	\$ -	\$ 10.00		\$8,200.00	0%	27%	
205 Constitution & Bylaws/Manuals	\$ -	\$ -		\$0.00	#DIV/0!	0%	
206 Conferences outside of Regional (Boule, Leadership, etc.)	\$ -	\$ -		\$5,300.00	0%	17%	
206a Registration	\$ -	\$ -		\$3,000.00			
206b Hospitality	\$ -	\$ -		\$300.00			
206c Travel	\$ -	\$ -		\$2,000.00			
207 Regional Conference				\$2,050.00	7%	7%	
207a Registration		\$ -		\$1,000.00			
207b Hospitality Suite Fee				\$100.00			
207c Award Fees	\$ 40.00	\$ 40.00	\$10.00	\$50.00			
207d Travel	\$ -	\$ -		\$600.00			
207g Certification Workshops	\$ 100.00	\$ 100.00	\$200.00	\$300.00			
208 Cluster Registration				\$100.00		0%	
210 Officer Expenses				\$1,145.00	0%	4%	
210a Basileus	\$ -	\$ -		\$100.00			
210b Anti Basileus	\$ -	\$ -		\$50.00			
210c Grammateus				\$100.00			
210d Tamiouchous				\$100.00			
210e Financial Audit (external)	\$ -	\$ -		\$400.00			
210f Epistoleus				\$0.00			
210g Hodegos				\$0.00			
210h Historian				\$0.00			
210i Pecunious Grammateus	\$ -	\$ -		\$100.00	0%		
210j Ivy Leaf Reporter				\$245.00			
210k Basileus -Elect				\$50.00			
211 Graduate Advisor				\$2,580.00	0%	8%	
211a Registration (Outside of Regional Conf. and Undergraduate Round Up)		\$ -		\$1,650.00			
211b Regional Registration		\$ -		\$740.00			
211c Round Up Registration				\$90.00			
211d Summit	\$ -	\$ -		\$0.00			
211e Workshops/Certification				\$0.00			
211f Undergraduate Gifts				\$100.00			
212 Committee Expenditures				\$7,150.00	2%	23%	
212a Standards	\$ -	\$ -		\$1,500.00			
212b Public Relations				\$100.00			
212c Membership				\$500.00			
212d Scholarship				\$0.00			
212e Program				\$0.00			
212f Nominating				\$0.00			
212g Technology	\$ -	\$ -		\$1,300.00	0%		
212h Protocol							
212i AKA Connection							
212j Courtesies/Social Affairs	\$ 126.08	\$ 126.08	\$573.92	\$700.00	18%		
212k Apparel							
212m Archives	\$ 973.56	\$ 973.56	\$1,526.44	\$2,500.00			02/26 - Lowe's Burlington Shelves Purchase for Storage Unit (Archives Committee). Shelves returned for credit on 02/27. 2nd purchase for correct shelves on 02/27 - \$973.56.
212n Budget and Finance				\$250.00			
212o Sisterly Relations	\$ -	\$ -		\$300.00			
214 Directorate				\$0.00		0%	
216 Printing		\$0.00		\$250.00	0%	1%	
217 Founders Day	\$ -	\$186.00	\$114.00	\$300.00	62.00%	0.98%	
220 Chapter Retreat		\$0.00		\$0.00			
221 PO Box				\$200.00		0.65%	
222 Storage Rental	\$ -	\$0.00		\$2,100.00	0%	7%	
223 Other Expenses				\$800.00	0%	3%	
223a Contingency	\$ -	\$0.00		\$400.00			
223b Miscellaneous	\$ -	\$0.00		\$400.00			
224 Meeting Space				\$0.00		0%	
225 Insurance	\$ -	\$0.00		\$150.00	0%	0.49%	
226 Chapter Evaluation				\$250.00		1%	
227 Federal and State Taxes				\$0.00			
228 Assessments transferred from Operating to Community (rcvd Zelle)	\$ 156.00	\$ 156.00					Transferred Comm Assessments : 2023 D.B.Walker (\$50); 2024 V.Bridges (\$106)
229 2023 EAF Challenge - Mailed to Corp	\$ -	\$ 383.96					Received \$364.88 in 2023 and \$38.16 in 2024 for challenge
230 PO Box (due 12/31/23) pd on 01/02/24 (had to re-register access)	\$ -	\$ 226.00					Issues paying PO box rental in Dec 2023, had to re-register online access. Pd on 01/02/24
231 Reimbursements to Soror (Outside of Expenditures for Operating Expenses)	\$ -	\$ -					Issues paying PO box rental in Dec 2023, had to re-register online access. Pd on 01/02/24
Total Expenses	\$ 1,395.64	\$ 2,201.60	\$28,373.40	\$30,575.00	7%	100%	
Ending Bank Balance February 29, 2024	\$18,927.38						
05/02/24 - Updated Archives line # 212m YTD to \$973.56 (dkw)							

Alpha Kappa Alpha Sorority, Incorporated
 Pi Omicron Omega Chapter
 2024 Expense Report- Operating

Month: February 29, 2024

Date	Line item	Purpose	Amount	Check or Credit Card
2/1/2024	207g	2024 MARC Regional - Financial Officer Cert Course Reimbursement - C.Harris	\$100.00	1343
2/1/2024	212j	Courtesies - 50th Golden Soror Gifts - G. Broadnax	\$126.08	1344
2/1/2024	207c	2024 MARC Regional Awards Fee	\$40.00	1345
2/12/2024	228	2024 Comm Assessment - V. Bridges (transferred to Comm Acct)	\$106.00	Transfer
2/12/2024	228	2023 Comm Assessment - D.B. Walker (transferred to Comm Acct)	\$50.00	Transfer
2/26/2024	212m	Lowe's Hardware Burlington - Shelves for Storage Unit (Archives)- amount offset by return/credit on 02/27	\$1,571.36	CC
2/27/2024	212m	Lowe's Hardware Burlington - Shelves for Storage Unit (Archives - New Purchase)	\$973.56	CC
		Total	\$2,967.00	

Notes:

02/26/24 - Archives Committee - Lowe's Burlington - Shelves Purchase for Storage Unit \$ 1571.36. The shelves were returned on 02/27 - needed different shelves for the storage unit, received credit on Ops acct. 02/27 - 2nd purchase for different shelves - amount \$ 973.56. Remaining Balance for line 212m Archives - \$1526.44 (\$1571.36-\$1571.36+\$973.56)

02/29/24 - Actual Expenditures for Feb 2024 = \$1395.64 (\$2967.00 - \$1571.36 Lowe's) credit return)

Alpha Kappa Alpha Sorority, Incorporated

Pi Omicron Omega Chapter

2024 Cash Receipt Report- Operating

Month: February 29, 2024

Date	Line item	Purpose	Amount
2/1/2024	109	2024 Comm Assessment V.Bridges - Zelle (xferred to Zelle 2/12)	\$106.00
2/5/2024	109	2023 Comm Assessment D.B.Walker - Zelle (xferred to Zelle 2/12)	\$50.00
2/6/2024	110	2025 Dues - C.Taylor	\$100.00
2/12/2024	103d	2024 Chapter Dues - D.B.Walker	\$75.00
2/27/2024	106	Lowe's Return Credit (Shelves for Storage Unit)	\$1,571.36
		Total	\$1,902.36

*This report uses deposit date versus collection date

Alpha Kappa Alpha Sorority, Incorporated
Pi Omicron Omega Chapter
Bank Reconciliation - Operating

Month: February 29, 2024

Balance Per Bank		\$ 18,927.38
Add: Deposits in Transit		\$ -
Subtotal		<u>\$ 18,927.38</u>

Less: Outstanding Checks		
	\$ -	
Subtotal		<u>\$ -</u>

Adjusted Bank Balance **\$18,927.38**

Balance per Book		\$18,927.38
Add: Interest Income from Bank	\$ -	
Deposit Understated	<u>\$ -</u>	
Subtotal		<u>\$ 18,927.38</u>

Less:		
NSF	\$ -	
Bank Service Fee	<u>\$ -</u>	
Subtotal		<u>\$ -</u>

Adjusted Book Balance **\$ 18,927.38**

Alpha Kappa Alpha Sorority, Incorporated
Pi Omicron Omega Chapter
Community Budget

2/29/2024						
Revenues	Monthly Actual	YTD	Variance -Line item balances (optional)	Budget to Actual YTD %	Approved Budget	% of Budget
301 Fundraiser Revenue	\$ 50.00	\$ 50.00			\$ 6,850.00	100%
303 Community Events	\$ -	\$ -			\$ -	
304 2024 Community Assessments	\$ 162.00	\$ 212.00				
305 Miscellaneous Revenue			\$ -		\$ 5,000.00	
Total Revenues	\$ 212.00	\$ 262.00	\$ -	#DIV/0!	\$ 11,850.00	100%
Expenses						
400 Fund Raising Expenses					\$ -	0%
401 Scholarships	\$ -	\$ 0.00	\$ 0.00	0%	\$ 5,000.00	42%
402 Uplift Our Local Community	\$ -	\$ 196.65	\$ 453.35	30%	\$ 650.00	5%
403 Enhance Our Environment					\$ 150.00	1%
404 Empower Our Families	\$ 140.53	\$ 140.53	\$ 1,759.47	7%	\$ 1,900.00	16%
405 Advocate For Social Justice	\$ -	\$ -	\$ 0.00	0%	\$ 2,000.00	17%
406 Strengthen Our Sisterhood					\$ 250.00	2%
407 Build Our Economic Wealth					\$ 300.00	3%
408 Other Expenses				0%	\$ 400.00	3%
408a Contingency	\$ -	\$ -			\$ 200.00	
409b Miscellaneous	\$ -	\$ -	\$ 0.00		\$ 200.00	
412 State and Federal Taxes	\$ -	\$ -			\$ 1,200.00	10%
413 Transfers to Operating Acct	\$ -	\$ -			\$ -	
Total Expenses	\$ 140.53	\$ 337.18	\$ 2,212.82	2.85%	\$ 11,850.00	100%
Ending Bank Balance February 29, 2024	\$ 17,882.80					

Alpha Kappa Alpha Sorority, Incorporated
Pi Omicron Omega Chapter
2024 Cash Receipt Report- Community

Month: February 29, 2024

Date	Line item	Purpose	Amount
2/6/2024	304	2024 Community Assessment - S.Ray	\$56.00
2/6/2024	304	2024 Community Assessment - V.Bridges	\$106.00
2/6/2024	301	2023 Community Assessment - D.B.Walker	\$50.00
		Total	\$212.00

*This report uses deposit date versus collection date

Alpha Kappa Alpha Sorority, Incorporated

Pi Omicron Omega Chapter

2024 Expense Report- Community

Month: February 29, 2024

Date	Line item		Amount	Check or Credit Card
2/2/2024	404	Empower Our Families - Jan 2024 CHIPP - S. Alexander	\$140.53	1124
		Total	\$140.53	

Notes:

Alpha Kappa Alpha Sorority, Incorporated
Pi Omicron Omega Chapter
2024 Bank Reconciliation - Community

Month: February 29, 2024

Balance Per Bank	\$	17,882.80
Add: Deposits in Transit	\$	-
Subtotal	\$	<u>17,882.80</u>

Less: Outstanding Checks	\$	-
	\$	<u>-</u>
Subtotal	\$	<u>-</u>

Adjusted Bank Balance \$ 17,882.80

Balance per Book	\$	17,882.80
Add: Interest Income from Bank	\$	-
Deposit Understated		<u>-</u>
Subtotal	\$	<u>17,882.80</u>

Less:		
NSF	\$	-
Bank Service Fee	\$	<u>-</u>
Subtotal	\$	<u>-</u>

Adjusted Book Balance \$ 17,882.80

Notes: