

DECEMBER 2006

TREASURER'S UPDATE

BY: HEIDI BRAUER, CMA

WORKSHOPS

**REMINDER.....only a few
days left to register
CALL 244-4111, ext 200**

December 7th

GRANTS

7:00 pm
@ FCC Office
2nd Floor Board Room

- John Bracegirdle will conduct this workshop and we look forward to working with him.

DOOR PRIZE

Smith Insurance Broker has donated a \$50.00 gift certificate to be drawn at the workshop—could help with the Christmas shopping for the lucky winner.

CONGRATULATIONS....

to the last workshop WINNER
on November 16, 2006

Margaret Smith, from
Houndsfield Heights / Briar Hill

ALBERTA GAMING CFEP/CIP GRANT UPDATE

Some of you may have heard that Helen Wilson, who usually conducts the Gaming Workshops, is no longer with Alberta Gaming. Yes, this is true, but we are looking forward to having John Bracegirdle from Alberta Gaming in Edmonton conduct the workshop for us. This may be an opportunity for you to have contact with someone from Alberta Gaming in Edmonton.

HANDOVER OF CASH

I would like to **share a disturbing story** with you, which a treasurer of a not for profit group told me the other day.

This organization was holding a dance for fundraising purposes. Tickets were sold at the door, and by the end of the evening a lot of cash had been collected, as it was a popular event.

It was early in the morning, this lady, who had sold tickets at the door, handed the cash box to the treasurer who had been her friend for years.

The treasurer was tired, took the box and did not count the cash until the next morning.

She counted \$3,580. Then she added up the ticket stubs from the tickets sold. A shiver ran down her back when she multiplied the ticket stubs per the event fee and the total came to \$4,000.

She was in a terrible dilemma, as the person, who gave her the cash box was a good friend.

I would like to prevent all other treasurers from getting into a situation like this by making sure whenever you receive cash for deposit, that it be **counted on the spot** with the person handing over the cash. It is so important to document the handover of cash.

more over....



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If you have membership cards, receipts, ticket stubs etc. verify the cash handed over with the backup information immediately. If you should find a discrepancy, you can investigate together. It can happen, that in the rush, money is accidentally stashed into a different spot, but the person, who collected the cash may remember at the time, and it would not put you as the treasurer into the position, where you have to confront a friend the next day with the discrepancy in funds handed over. You may lose a friend and it may cause a division amongst the board members.

Make it a policy to count cash handed over at the time of the transfer.

Heidi Brauer, CMA

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The FCC accounting staff; Lois, Sophie, Linda, Tina, Jessie, Alisha, Heidi and Eaton, would like to wish all of you a wonderful holiday season.

We are looking forward to working with you in 2007.

*Happy
Holidays*