

## Paralibrarian Board Meeting (approved May 11, 2021)

Tuesday, March 16, 2021, 3:30 pm

Virtual Meeting

### Attending via Go-to-Meeting:

InterState Reciprocity Liason & Co-President, Heather Rainier, Hooksett Public Library. Co-President, Cyndi Burnham, Goffstown Public Library. Past President, Lisa Cutter, Amherst Town Library. Review Committee Chair, Lee Ann Chase, Hooksett Public Library. Review Committee member, Anne Meyers, Hooksett Public Library. Education Chair, Eileen Gilbert, Belmont Public Library. Treasurer, Julie Spokane, Brookline Public Library. Secretary & Webmaster, Amanda Alwyn, Laconia Public Library. Co-Membership Chair, Dawn Mazur, Derry Public Library. Co-Membership Chair, Patrick Arnold, Derry Public Library. General Board Member, Danielle Arpin, Pelham Public Library. General Board Member, Krista Bordeleau, Pelham Public Library.

Meeting called to order: 3:30 pm.

Approval of January 19 meeting minutes, Heather asks for a motion. Dawn points out a correction. Patrick motions to approve as amended. Julie 2<sup>nd</sup>. All approved, unanimous.

- President's report:
  - Appointments
    - We the Co-Presidents appoint Dawn Mazur and Patrick Arnold as Co-Chairs of the Membership Committee.
    - We the Co-Presidents appoint Danielle Arpin and Krista Bordeleau as General Board members.
    - *Welcome, we are so excited to have you join us!*
  - Updates from NHLA Executive Board
    - No updates at this time.
- Past President's report
  - Nominating Committee
    - What are the steps we need to take, and when?
      - *Excerpt from the by-laws:*
        - *ARTICLE VII. Nominations and Elections.*
        - *Section 1. Nominations*
          - *The Past President shall chair a Nominating Committee of three members appointed by the President to nominate candidates for each office. The President shall not be a member of the Nominating Committee.*
          - *Nominations from the general membership shall also be accepted, provided they are accompanied by written acceptances of the nominees.*
          - *Names of candidates (whether from the Nominating Committee or the general membership), together with their written acceptance, must be submitted to the President no later than August 15.*
          - *The Secretary shall prepare an official ballot.*



- Treasurer's report
  - FY2022 Working Budget (copied at the end)
  - FY2021 Budget (copied at the end)
  - FY2020 Budget (copied at the end)
  - We were not able to have our conference this year, propose to move the budget forward for the next fiscal year.
  - There are 53 members (by monies received)
  - We are still waiting for Wild Apricot training.
    - Dawn needs training as co-Membership chair.
    - Still waiting on log-in credentials. Heather will email to request.
  - There were not a lot of expenses or incomes.
  - Someone got a check for our section and deposited it to our account, from October 2019. Tried to track down details, to no avail.
  - Patrick asks for clarification on why 53 members if budgeted for 75.
    - 75 is the standard we budget for each year. Our budget runs the fiscal year, whereas NHLA's membership renewal runs the calendar year.
    - When we have workshops, more people sign up for the section to take advantage of the discount offered on the classes.
    - We have to use Wild Apricot for NHLA memberships, per NHLA, to maintain section status.
  - Lee Ann motions to approve the budget as proposed. Patrick seconds. All in favor, unanimously.
- Membership Chair's report
  - Dawn and Patrick are looking forward to jumping in and getting started, just waiting on Wild Apricot information.
- Webmaster's report
  - Posted December minutes: [December 2020 minutes](#)
  - Marina added the suggestion button for us
  - Drafted social media post, Cyndi and Heather suggested waiting until the next meeting for board approval
    - Text for approval:
      - Although we can't get together in person, that's no reason not to celebrate!
      - Congratulations on becoming a Paralibrarian and/or completing your next Level of Paralibrarian!
      - In place of our mini-conference, this year we're going to parade through social media. We'd love for you to join us. Take a picture of yourself with your certificate, or if any of your co-workers have theirs, take a group photo!
      - All Paras are encouraged to join in. We would love to see all certificates that have been earned since our inception. Let's celebrate your achievements together.
      - Email photos to the webmaster of the Paralibrarians: [aalwyn@laconialibrary.org](mailto:aalwyn@laconialibrary.org).
    - The text will be sent by email to the board for feedback and workshopping.
    - Will also email those Paras certified within the last year or two directly with the approved text.

- If we have contact info for those who have earned their certificate, should we also send them a direct invitation with the above text in an email?
- Added Cyndi as co-president to the sidebar on the website
- Updated board contact list: <http://para.nhlibrarians.org/paralibrarian-board-contact/>
- Updated page of vacancies: <http://para.nhlibrarians.org/get-involved/>
  - Current Vacancies:
    - Vice president/president-elect
      - Requires a ballot vote
    - Education committee members
      - Eileen could use help
    - Membership chair
      - Dawn and Patrick have been appointed co-chairs
    - Mini-conference committee chair
      - Does this position need a role description?
        - Yes, Cyndi will draft.
    - Mini-conference committee members
    - Member at large
      - Danielle and Krista have been appointed, leaving 2 remaining spots.
  - Will update the vacancies page to reflect changes.
- Posted a blog post about the “train the trainer” session: [Train the Trainer](#)
- The google calendar widget seems to be working as it should!
- Updated Review Schedule page: [Review Schedule](#)
- Education Chair’s report
  - *Train the trainer* class in February, a free event, had 50 registered and 27 attendees.
    - Got some good feedback that will be helpful.
    - Next two months, need to follow up on things suggested at the last meeting.
    - Preparing to get classes going for May or June
  - Trying to find the time to create a framework for classes to cover all major categories of service on an ongoing basis
  - Looking for committee members, as Eileen will ease back on active participation soon
- Review Chair’s report
  - There are 8 pending applications for approval
    - Dianna Levesque, Fuller Public Library Hillsboro- Level 1
    - Laura Wing, Fuller Public Library Hillsboro- Level 2
    - Krista Bordeleau, Pelham Public Library-Level 2
    - Hope Garner, Griffin Free Public Library- Level 2
    - Patrick Arnold, Derry Public Library- Level 2
    - Dawn Mazur, Derry Public Library- Level 2
    - Marie Mehegan, Pembroke Town Library- Level 2
    - Samantha Gallo, Fuller Public Library- Level 4
  - *Thank you Anne and Edward for so much reading.*
  - *Thanks, Lee Ann for your persistence, patience, and perseverance*
  - Lee Ann motions to approve the applications. Patrick, Krista, and Dawn abstain. Anne 2nds. All in favor unanimously.
- Mini-Conference Committee Chair’s report
  - ARTICLE VI. Committees

- Section 3. Vacant committee chair positions shall be appointed by the Executive Board.
- Heather appoints Cyndi as Mini-Conference committee chair, due to her outstanding job with the first conference, and the continued vision for where we want to take it for our second year.
- This year, we have been sending a gift to anyone who achieves their certification.
  - Going forward, how do we handle this?
  - Cyndi likes the idea of a gift per level. Level 1s get a bag, Level 2s get something, 3s, etc.
  - Julie says we have the money for gifts
- Do we consider our social media parade as recognition?
  - The goal of our mini-conference is to recognize the paras for that year.
  - Level 1s have their bags now. How do we want to move forward? When is the cut-off so that we have the conference be the recognition with their gift?
  - Anyone who receives a level and participates in the parade, that is their recognition. They will be sent a gift.
- Gifts will not be sent after June 30<sup>th</sup>.
- End of May for a picture to be submitted for the parade. May 7<sup>th</sup> is the review board's meeting date. Anyone who is approved on May 7<sup>th</sup> can be recognized for this year. Those who submit can receive a gift.
- Open parade post on April 1.
- **New Business**
  - Julie or someone will be in touch with Dawn and Patrick about Membership Chair roles. Julie will export a membership list to get started.
  - Heather will send information to Lisa Jose for the Wild Apricot setup.
- **Adjourn**
  - *Meeting adjourned at 4:33 pm.*

*Next Meeting: Tuesday, May 11 at 3:30 pm via Go-to-Meeting.*

|                                     |                      |               |               | BUDGET<br>VS.<br>ACTUAL |   |  |
|-------------------------------------|----------------------|---------------|---------------|-------------------------|---|--|
| <b>Budget 7/1/21-6/30/2022</b>      |                      | <b>Budget</b> | <b>Actual</b> |                         |   |  |
| <b>Account Balance as of 7/1/21</b> |                      |               |               |                         |   |  |
| <b>Income</b>                       |                      |               |               |                         |   |  |
| <b>Certification Fees 10 @ \$</b>   | <b>\$ 200.00</b>     |               |               |                         |   |  |
| July. Cert. Fee                     |                      |               |               |                         |   |  |
| Aug. Cert. Fee                      |                      |               |               |                         |   |  |
| Oct. Cert. Fee                      |                      |               |               |                         |   |  |
| November Cert. Fee                  |                      |               |               |                         |   |  |
| January Cert. Fee                   |                      |               |               |                         |   |  |
| <b>Total Certification Fees</b>     | <b>\$ 200.00</b>     |               | \$0.00        | <b>\$ (200.00)</b>      |   |  |
| Class Fees July                     |                      |               |               |                         |   |  |
| Class Fees August                   |                      |               |               |                         |   |  |
| Class Fees September                |                      |               |               |                         |   |  |
| Class Fees October                  |                      |               |               |                         |   |  |
| Class Fees November                 |                      |               |               |                         |   |  |
| Class Fees December                 |                      |               |               |                         |   |  |
| Class Fees January                  |                      |               |               |                         |   |  |
| Class Fees February                 |                      |               |               |                         |   |  |
| Class Fees March                    |                      |               |               |                         |   |  |
| Class Fees April                    |                      |               |               |                         |   |  |
| Class Fees May                      |                      |               |               |                         |   |  |
| Class Fees June                     |                      |               |               |                         |   |  |
| <b>Total Class Fees</b>             | <b>\$ 1,800.00</b>   |               | \$0.00        | <b>\$ (1,800.00)</b>    | <b>Budget = 6 Classes/20 attendees/@ \$15</b> |  |
| Membership Dues - Jul               |                      |               |               |                         |   |  |
| Membership Dues - Aug               |                      |               |               |                         |   |  |
| Membership Dues - Sep               |                      |               |               |                         |   |  |
| Membership Dues - Oct               |                      |               |               |                         |   |  |
| Membership Dues - Nov               |                      |               |               |                         |   |  |
| Membership Dues - Dec               |                      |               |               |                         |   |  |
| Membership Dues - Jan               |                      |               |               |                         |   |  |
| Membership Dues - Feb               |                      |               |               |                         |   |  |
| Membership Dues - MAR               |                      |               |               |                         |   |  |
| Membership Dues - Apr               |                      |               |               |                         |   |  |
| Membership Dues - May               |                      |               |               |                         |   |  |
| Membership Dues - Jun               |                      |               |               |                         |   |  |
| <b>Total Membership Dues</b>        | <b>\$ 375.00</b>     |               | \$ -          | <b>\$ (375.00)</b>      | <b>Budget = 75 members @\$5</b>               |  |
| <b>Mini-conference Fees</b>         | <b>\$ 1,000.00</b>   |               |               | <b>\$ (1,000.00)</b>    | <b>Budget = 50 People X \$25</b>              |  |
| <b>Interest (as of .)</b>           | <b>0.00</b>          |               |               | <b>\$ -</b>             |   |  |
| <b>Total Income</b>                 | <b>\$ 3,375.00</b>   |               | \$ -          | <b>\$ (3,375.00)</b>    |   |  |
| <b>Expenses</b>                     |                      |               |               |                         |   |  |
| <b>Training</b>                     |                      |               |               |                         |   |  |
| Sept/Oct/Nov                        | \$ (300.00)          |               |               |                         |   |  |
| Mar/Apr/May                         | \$ (300.00)          |               |               |                         |   |  |
| <b>Total Training</b>               | <b>\$ (600.00)</b>   |               | \$ -          | <b>\$ 600.00</b>        |   |  |
| <b>Mini-Conference Expenses</b>     | <b>\$ (2,500.00)</b> |               |               | <b>\$ 2,500.00</b>      |   |  |
| Catering                            |                      |               |               |                         |   |  |
| Space Rental                        |                      |               |               |                         |   |  |
| Speaker                             |                      |               |               |                         |   |  |
| Décor, awards, gifts, invites       |                      |               |               |                         |   |  |
| Bags                                |                      |               |               |                         |   |  |
| <b>Total Conference Expenses</b>    | <b>\$ (2,500.00)</b> |               | \$ -          |                         |   |  |
| <b>Other Costs:</b>                 |                      |               |               |                         |   |  |
| Certificates                        | \$ (100.00)          |               |               |                         |   |  |
| Postage/Mailing Labels              | \$ (50.00)           |               |               |                         |   |  |
| Copying                             | \$ (25.00)           |               |               |                         |   |  |
| <b>Total Other Costs</b>            | <b>\$ (175.00)</b>   |               | \$ -          | <b>\$ 175.00</b>        |   |  |
| <b>Total Expenses</b>               | <b>\$ (3,275.00)</b> |               | \$ -          | <b>\$ 775.00</b>        |   |  |
| <b>Net Income (Expense)</b>         | <b>\$ 100.00</b>     |               | \$ -          | <b>\$ (100.00)</b>      |   |  |
| <b>Account Balance as of</b>        |                      |               | \$ -          |                         |   |  |

|                                      |                      |               |                    | BUDGET<br>VS.<br>ACTUAL |  |  |
|--------------------------------------|----------------------|---------------|--------------------|-------------------------|--|--|
| <b>Budget 7/1/20-6/30/2021</b>       |                      | <b>Budget</b> | <b>Actual</b>      |                         |  |  |
| Account Balance as of 7/1/20         |                      |               | 6151.8             |                         |  |  |
| <b>Income</b>                        |                      |               |                    |                         |  |  |
| <b>Certification Fees 10 @ \$</b>    | <b>\$ 200.00</b>     |               |                    |                         |  |  |
| July. Cert. Fee                      |                      |               | \$60.00            |                         |  |  |
| Aug. Cert. Fee                       |                      |               | \$60.00            |                         |  |  |
| Oct. Cert. Fee                       |                      |               | \$20.00            |                         |  |  |
| November Cert. Fee                   |                      |               | \$80.00            |                         |  |  |
| January Cert. Fee                    |                      |               |                    |                         |  |  |
| <b>Total Certification Fees</b>      | <b>\$ 200.00</b>     |               | \$220.00           | <b>\$ 20.00</b>         |  |  |
| Class Fees July                      |                      |               |                    |                         |  |  |
| Class Fees August                    |                      |               |                    |                         |  |  |
| Class Fees September                 |                      |               |                    |                         |  |  |
| Class Fees October                   |                      |               |                    |                         |  |  |
| Class Fees November                  |                      |               |                    |                         |  |  |
| Class Fees December                  |                      |               |                    |                         |  |  |
| Class Fees January                   |                      |               | \$15.00            |                         |  |  |
| Class Fees February                  |                      |               |                    |                         |  |  |
| Class Fees March                     |                      |               |                    |                         |  |  |
| Class Fees April                     |                      |               |                    |                         |  |  |
| Class Fees May                       |                      |               |                    |                         |  |  |
| Class Fees June                      |                      |               |                    |                         |  |  |
| <b>Total Class Fees</b>              | <b>\$ 1,800.00</b>   |               | \$15.00            | <b>\$ (1,785.00)</b>    | <b>Budget =6 Classes/20 attendees/@ \$15</b> |  |
| Membership Dues - Jul                |                      |               |                    |                         |  |  |
| Membership Dues - Aug                |                      |               |                    |                         |  |  |
| Membership Dues - Sep                |                      |               |                    |                         |  |  |
| Membership Dues - Oct                |                      |               | \$5.00             |                         |  |  |
| Membership Dues - Nov                |                      |               | \$5.00             |                         |  |  |
| Membership Dues - Dec                |                      |               | \$15.00            |                         |  |  |
| Membership Dues - Jan                |                      |               | \$115.00           |                         |  |  |
| Membership Dues - Feb                |                      |               | \$155.00           |                         |  |  |
| Membership Dues - MAR                |                      |               |                    |                         |  |  |
| Membership Dues - Apr                |                      |               |                    |                         | <b>ACTUAL 59 members</b>                     |  |
| Membership Dues - May                |                      |               |                    |                         |  |  |
| Membership Dues - Jun                |                      |               |                    |                         | <b>Budget =75 members @\$5</b>               |  |
| <b>Total Membership Dues</b>         | <b>\$ 375.00</b>     |               | <b>\$ 295.00</b>   | <b>\$ (80.00)</b>       |  |  |
| <b>Mini-conference Fees</b>          | <b>\$ 1,000.00</b>   |               |                    | <b>\$ (1,000.00)</b>    | <b>Budget = 50 People X \$25</b>             |  |
| <b>Interest (as of .)</b>            | <b>0.00</b>          |               | 0.43               | <b>\$ 0.43</b>          |  |  |
| <b>Total Income</b>                  | <b>\$ 3,375.00</b>   |               | <b>\$ 530.43</b>   | <b>\$ (2,844.57)</b>    |  |  |
| <b>Expenses</b>                      |                      |               |                    |                         |  |  |
| <b>Training</b>                      |                      |               |                    |                         |  |  |
| Sept/Oct/Nov                         | \$ (300.00)          |               |                    |                         |  |  |
| Mar/Apr/May                          | \$ (300.00)          |               |                    |                         |  |  |
| <b>Total Training</b>                | <b>\$ (600.00)</b>   |               | <b>\$ -</b>        | <b>\$ 600.00</b>        |  |  |
| <b>Mini-Conference Expenses</b>      | <b>\$ (2,500.00)</b> |               |                    | <b>\$ 2,500.00</b>      |  |  |
| Catering                             |                      |               |                    |                         |  |  |
| Space Rental                         |                      |               |                    |                         |  |  |
| Speaker                              |                      |               |                    |                         |  |  |
| Décor, awards, gifts, invites        |                      |               |                    |                         |  |  |
| Bags                                 |                      |               |                    |                         |  |  |
| <b>Total Conference Expenses</b>     | <b>\$ (2,500.00)</b> |               | <b>\$ -</b>        |                         |  |  |
| <b>Other Costs:</b>                  |                      |               |                    |                         |  |  |
| Certificates                         | \$ (100.00)          |               | (39.94)            |                         |  |  |
| Postage/Mailing Labels               | \$ (50.00)           |               |                    |                         |  |  |
| Copying                              | \$ (25.00)           |               |                    |                         |  |  |
| <b>Total Other Costs</b>             | <b>\$ (175.00)</b>   |               | <b>\$ (39.94)</b>  | <b>\$ 135.06</b>        |  |  |
| <b>Total Expenses</b>                | <b>\$ (3,275.00)</b> |               | <b>\$ (39.94)</b>  | <b>\$ 735.06</b>        |  |  |
| <b>Net Income (Expense)</b>          | <b>\$ 100.00</b>     |               | <b>\$ 490.49</b>   | <b>\$ 390.49</b>        |  |  |
| <b>Account Balance as of 3/13/21</b> |                      |               | <b>\$ 6,642.29</b> |                         |  |  |

|  |                      |                      |               | <b>BUDGET<br/>VS.<br/>ACTUAL</b> |  |
|--|----------------------|----------------------|---------------|----------------------------------|--|
| <b>Budget 7/1/19-6/30/2020</b>                       |                      | <b>Budget</b>        | <b>Actual</b> |                                  |  |
| Account Balance as of 7/1/19                         |                      |                      | 5436.77       |                                  |  |
| <b>Income</b>  |                      |                      |               |                                  |  |
| <b>Certification Fees 10 @ \$</b>                    | <b>\$ 200.00</b>     |                      |               |                                  |  |
| Sept. Cert. Fee                                      |                      |                      | \$60.00       |                                  | 3 applications                               |
| Oct. Cert. Fee                                       |                      |                      | \$20.00       |                                  | 1 applicant                                  |
| November Cert. Fee                                   |                      |                      | \$60.00       |                                  | 3 applicants                                 |
| June Cert. Fee                                       |                      |                      | \$40.00       |                                  |  |
| <b>Total Certification Fees</b>                      | <b>\$ 200.00</b>     |                      | \$180.00      | <b>\$ (20.00)</b>                |  |
| Class Fees July                                      |                      |                      | \$0.00        |                                  |  |
| Class Fees August                                    |                      |                      | \$280.00      |                                  | 8/6/19 \$10 refund                           |
| Class Fees September                                 |                      |                      | \$480.00      |                                  |  |
| Class Fees October                                   |                      |                      | \$430.00      |                                  |  |
| Class Fees November                                  |                      |                      | \$70.00       |                                  |  |
| Class Fees December                                  |                      |                      |               |                                  |  |
| Class Fees January                                   |                      |                      |               |                                  |  |
| Class Fees February                                  |                      |                      |               |                                  |  |
| Class Fees March                                     |                      |                      |               |                                  |  |
| Class Fees April                                     |                      |                      |               |                                  |  |
| Class Fees May                                       |                      |                      |               |                                  |  |
| Class Fees June                                      |                      |                      |               |                                  |  |
| <b>Total Class Fees</b>                              | <b>\$ 1,200.00</b>   |                      | \$1,260.00    | <b>\$ 60.00</b>                  | <b>Budget =6 Classes/20 attendees/@ \$10</b> |
| Membership Dues - Jul                                |                      |                      |               |                                  |  |
| Membership Dues - Aug                                |                      |                      | \$20.00       |                                  |  |
| Membership Dues - Sep                                |                      |                      | \$5.00        |                                  |  |
| Membership Dues - Oct                                |                      |                      | \$5.00        |                                  |  |
| Membership Dues - Nov                                |                      |                      | \$5.00        |                                  | 56 members                                   |
| Membership Dues - Dec                                |                      |                      | \$30.00       |                                  |  |
| Membership Dues - Jan                                |                      |                      | \$215.00      |                                  |  |
| Membership Dues - Feb                                |                      |                      | \$60.00       |                                  |  |
| Membership Dues - MAR                                |                      |                      | \$20.00       |                                  |  |
| Membership Dues - Apr                                |                      |                      | \$10.00       |                                  |  |
| Membership Dues - May                                |                      |                      |               |                                  |  |
| Membership Dues - Jun                                |                      |                      | \$10.00       |                                  | <b>Budget =75 members @\$5</b>               |
| <b>Total Membership Dues</b>                         | <b>\$ 375.00</b>     | <b>\$ 380.00</b>     |               | <b>\$ 5.00</b>                   |  |
| <b>Mini-conference Fees</b>                          | <b>\$ 1,000.00</b>   | <b>\$ 825.00</b>     |               | <b>\$ (175.00)</b>               | <b>Budget = 50 People X \$25</b>             |
| <b>Interest (as of .)</b>                            | <b>0.00</b>          | 0.57                 |               | <b>\$ 0.57</b>                   |  |
| <b>Total Income</b>                                  | <b>\$ 2,775.00</b>   | <b>\$ 2,645.57</b>   |               | <b>\$ (129.43)</b>               |  |
| <b>Expenses</b>                                      |                      |                      |               |                                  |  |
| <b>Training</b>                                      |                      |                      |               |                                  |  |
| Sept/Oct/Nov   | \$ (300.00)          |                      |               |                                  |  |
| Mar/Apr/May  | \$ (300.00)          |                      |               |                                  |  |
| <b>Total Training</b>                                | <b>\$ (600.00)</b>   | <b>\$ -</b>          |               | <b>\$ 600.00</b>                 |  |
| <b>Mini-Conference Expenses</b>                      | <b>\$ (3,250.00)</b> |                      |               | <b>\$ 3,250.00</b>               |  |
| Catering   |                      |                      | \$ (866.38)   |                                  |  |
| Space Rental   |                      |                      | \$ (325.00)   |                                  |  |
| Speaker  |                      |                      | \$ (300.00)   |                                  |  |
| Décor, awards, gifts, invites                        |                      |                      | \$ (158.54)   |                                  |  |
| Bags   |                      |                      | \$ (280.62)   |                                  |  |
| <b>Total Conference Expenses</b>                     | <b>\$ (3,250.00)</b> | <b>\$ (1,930.54)</b> |               |                                  |  |
| <b>Other Costs:</b>                                  |                      |                      |               |                                  |  |
| Certificates   | \$ (100.00)          |                      |               |                                  |  |
| Postage/Mailing Labels                               | \$ (50.00)           |                      |               |                                  |  |
| Copying  | \$ (25.00)           |                      |               |                                  |  |
| <b>Total Other Costs</b>                             | <b>\$ (175.00)</b>   | <b>\$ -</b>          |               | <b>\$ 175.00</b>                 |  |
| <b>Total Expenses</b>                                | <b>\$ (4,025.00)</b> | <b>\$ (1,930.54)</b> |               | <b>\$ 775.00</b>                 |  |
| <b>Net Income (Expense)</b>                          | <b>\$ (1,250.00)</b> | <b>\$ 715.03</b>     |               | <b>\$ 1,965.03</b>               |  |
| <b>FY 2020 Final Account Balance as of 6/30/2020</b> |                      | <b>\$ 6,151.80</b>   |               |                                  |  |