

November 2019 Treasurers Report

Visit Morgan Hill

Submitted by: Chris Ghione, Visit Morgan Hill Treasurer

September Starting Balance	\$144,338.17 (Initial City Payment)
September/October Revenues:	\$0
September/October Expenses:	\$32,266.23
Current Account Balance:	\$112,071.94

Notes:

1. See attached sheet for expense detail.
2. Only initial City payment received in September. No City Payment in October.
3. Attachment from Executive Director on current and anticipated expenses for Tourism Summit event.

Date	Description	Amount	Comments
9/30/2019	Payroll October 1	\$ 4,909.63	ACH
10/1/2019	Reimbursment to Anna-Liza Anderson/Computer Purchase	\$ 1,457.81	Check 1002
10/4/2019	Insurance Payment to United States Insurane Company	\$ 1,811.00	Check 1003
10/11/2019	Payroll October 15	\$ 4,823.52	ACH
10/22/2019	Civitas May and June Bills per contract	\$ 6,240.00	Check 1005
10/23/2019	Cordevalle Rosewood Booking	\$ 7,600.00	Executive Director Debit Card
10/25/2019	Payroll Service Fee	\$ 29.99	ACH
10/25/2019	Andy's Orchard	\$ 386.21	Executive Director Debit Card
10/28/2019	MCAFEE Software for ED Computer	\$ 19.99	Executive Director Debit Card
10/28/2019	Fed Ex Office	\$ 254.11	Executive Director Debit Card
10/28/2019	Target	\$ 10.89	Executive Director Debit Card
10/31/2019	Payroll November 1	\$ 4,723.08	ACH
		\$ 32,266.23	

From: [Anna-Liza Anderson](#)
To: [Frank Léal](#); [Andrew Firestone](#); [Edith Ramirez](#); [Chris Ghione](#); [Michael Meredith](#); [Gene Guglielmo](#); [Carrie Benjamin](#)
Subject: Visit Morgan Hill Symposium Budget (Estimate vs Actual)
Date: Thursday, November 14, 2019 10:38:54 PM

Hi VMH Board,

Please find the detailed budget from the Visit Morgan Hill Symposium. It has been broken out "estimate vs actual". If there are any questions please let me know.

VMH Tourism Symposium Budget

TOTAL EXPENSES			Estimated	Actual
			\$16,756.00	\$15,695.85

Site	Estimated	Actual
CordeValle	\$7,600.00	\$7,600.00
Site staff	\$0.00	\$0.00
Equipment A/V	\$1,671.00	\$1,986.55
Tables and chairs	\$0.00	\$0.00
Total	\$9,271.00	\$9,586.55

Decorations	Estimated	Actual
Flowers	\$0.00	\$0.00
Supplies	\$0.00	\$0.00
Total	\$0.00	\$0.00

Publicity	Estimated	Actual
Program/Presentation	\$2,000.00	\$1,811.70
Printing/FedEx	\$300.00	\$254.11
Videographer	\$500.00	\$500.00
Total	\$2,800.00	\$2,565.81

Miscellaneous	Estimated	Actual
Transportation	\$0.00	\$0.00
Stationery/Name Tag	\$100.00	\$75.28
Postage/Envelope	\$35.00	\$32.00
Total	\$135.00	\$107.28

Refreshments	Estimated	Actual
Food	\$0.00	\$0.00
Drinks	\$0.00	\$0.00
Linens	\$0.00	\$0.00
Staff and gratuities	\$0.00	\$0.00
Total	\$0.00	\$0.00

Program	Estimated	Actual
Vendors Social Hour	\$2,400.00	\$2,400.00
Speakers	\$0.00	\$0.00
Travel	\$0.00	\$0.00
Hotel	\$1,000.00	\$0.00
Other	\$0.00	\$0.00
Total	\$3,400.00	\$2,400.00

Prizes	Estimated	Actual
Certificates/Giveaway (2)	\$600.00	\$600.00
Host & Speaker Baskets (10)	\$550.00	\$436.21
Total	\$1,150.00	\$1,036.21

With much appreciation,

Anna-Liza Anderson | Executive Director
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