

Group attendance: D

Outside attendance: S, P, L

Topics

- Getting people into RC Finance Consensus Signal group
- Fiscal Sponsor, etc.
 - Account balance and access
 - W9(?) status
 - Nonprofit consultation
- Floating Expenses
- Finance AC
 - Attrition
 - Workflow development
 - Better chart workflow

RC Finance Consensus Signal group representation:

Facilities

Tech

Basement

Finance

Sunday Dinner

Pantry

Programming

Kids Crafts

Fundraising & Grants

Yearbook

Liability

Writing Workshop

Fiscal Sponsorship

3 months since last account check

Monthly would be good, to catch problems (change in platform payouts, etc) before they become big problems.

S will meet w/sponsor and bring up monthly reconciliation

W9 status: good on both platforms

P reached out to M re: a consultation on process to gain nonprofit status

Floating Expenses

Made a page for potential expenses: <https://wiki.commonsnyc.org/books/rc-finance-home/page/potential-expense-backlog>

TODO/Done (P): follow up with M re nonprofit consultation

TODO/Done (P): Monkey followup

TODO: S to shadow finance operations -

TODO: Shea monkworx meeting

Finance AC

Attrition

Since RC swap, finance has gone from 4 ppl to essentially 1.

S to shadow finance operations - potentially document current process?

Might be nice to create specifically scoped roles, eg:

- Monthly reporting
- Rent, bills, fines, reimbursement
- Reconciliation and data entry

Workflow development

Current workflow is functional, sophisticated, but possibly would be good to mimic established conventions?

L at BCF is an accountant, has been contacted by P for consult.

Chart workflow

Might be nice to have scripts which process CSV input and create standardized reporting graphics.

