

United Townships of Head, Clara & Maria
Municipal Council

Type of Decision									
Meeting Date	Feb 8, 2013				Report Date	Feb 5, 2013			
Decision Required		Yes	X	No	Priority		High	x	Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed

REPORT TITLE
Treasurer's Report - Information Only #08/02/13/802

Treasurer's Report

1. On December 31, 2012 the property tax arrears list total was \$26,524.41 and as of January 31, 2012 the total is \$24,230.46.
2. Added penalty & interest on unpaid property taxes on Feb 05, 2013 totalling \$331.39.
3. I've set up the general ledger, accounts payable & receivable as well as the 2013 budget in Asyst software for HCM. I will be working on payroll in the next couple of weeks. Once set up, I will transfer the amounts paid out for payroll expenses from the other accounting system so that all will be up to date.
4. I have begun setting up the Library's general ledger, accounts payable & receivable in Asyst software this week and plan to complete it by the end of next week.
5. All year end activities have been completed and I am awaiting the auditor to complete the annual audit.