

Executive Secretary Report – July 2019 – Audrea Buller

Membership statistics			
Type	July 2018	April 2019	July 2019
Total (incl. 113 comp and 6 life)	421	420	424
Total Institutional (including 3 comp; 1 life)	41	40	41
Total Personal (including 110 comp; 5 life)	377	255	258
Total Book Marks Subscriptions	4	4	4

Comp = legislators and institutions such as ALA and OCLC

Account Balances			
	July 2018	April 2019	July 2019
Wells Fargo Savings	\$21,038.34	\$21,043.56	\$21,044.65
Wells Fargo Checking	\$16,885.82	\$8,101.67	\$6,716.97
Ameriprise Savings Certificate 20190001	\$15,818.51	\$16,067.48	\$16,067.48
Ameriprise Savings Certificate 3001	\$20,220.83	\$20,500.67	\$20,500.67
Raney Endowment	\$83,571.12	\$93,543.00	\$93,543.00*

*haven't received new statement yet.

Tasks

- ◆ Completed board meeting prep
- ◆ Completed general duties (membership renewals & reminders, bank deposits, bills, mail, etc.)
- ◆ Set up the website for online registration for both vendors and conference attendees – Monitoring website for memberships and registrations
- ◆ Worked on 2018 Taxes. Auditing committee is reviewing/auditing
- ◆ Worked with Susie L on Branch Out registration. Registration is available online for all four sites.