

The Southern Arizona AGA Chapter Meeting Minutes

September 24, 2014

Introduction – Carol Beltran, President

- Opening statements –Carol Beltran welcomed the chapter members, and discussed the AGA National Chapter and how to join the AGA. The application forms, Research publication and pens are available on the front desk.
- History of Southern Arizona AGA Chapter – The Southern Arizona Chapter started in 2010, Kathy Moroz was the President, Bill D’Elia served as President, Brittney Spross, and Jose Teran, who is now the Education Chair
- Southern Arizona AGA Board members. Carol Beltran, President, Bill D’Elia, President elect, Barbara Mikalik, UA student, Secretary, Casey Good, Treasurer, Jose Teran, Education Chair, Kathy Moroz, Membership Chair. Members invited to be the Accountability Chair.

Introduction: Southern Arizona Food Bank Speakers-

Nicollette Daly, CPA, CFO

Heather Altman, CPA, Accounting Manager

Topic: Accounting for Contributions and In-Kind Donations”

Heather Altman provided handouts of the slide presentation for the meeting. She presented an overview of the Community Food Bank program, the accountability and how they account for processing contributions and in-kind donations. Heather explained the types of programs, and how they account for them separately and based on the donor’s requests. She described the Contribution Accounting Process from processing mail, recording revenue, maintaining inventory and COGS for In-Kind donations.

Nicollette Daly, also provided insight to the audit process and the requirements by the Board of Directors. Nicolette asked if there were any questions. One member asked about how they account for spoilage. Nicollette explained how they account for food by the pound and the documents they send to donors. Carol asked how many employees the Community Food Bank employs. Heather said they have about 100 employees plus many volunteers.

The meeting ended at 1:00 pm