



**The Desert Pearls Foundation
Treasurer Report JUNE 2024**

MIDFIRST CREDIT CARD:

Visa Credit Card Ending **9682

- ONE card received 6/24/2024
- Credit Limit \$8,000.00
- President and Treasurer have access
- Working on setting up online access
- Accounts with credit card on file:

Account	Autopay/ due date	Amount
USPS PO Box	6/30/2025; Annual	182.00
WIX Webpage	7/7/2025; 2-year cycle	369.92
QuickBooks	11/3/2024; Annual	320.00
Zoom	2/24/2025; Annual	159.90

HELPFUL REMINDERS:

Financial Procedures

Automated Clearing House (ACH), Bill Pay & Business Credit Card

- If the Foundation chooses to acquire a Business Credit Card, it is recommended to use the credit card at times when vendors/businesses only accept credit card payments such as: Internet, Website, QuickBooks, etc. or the like.

Purchases and Disbursements

- All purchases must be pre-approved by The Foundation Board and all approved purchases must be documented in minutes.
- Disbursements include: an invoice OR Proposal and Requisition for Community Service Form
- Reimbursements include: an itemized receipt indicating purchase was made.
- ALL purchases must be made directly to vendors. Food purchases must be made directly to (Grocery Stores) for the benefit of the communities served. All purchases must align with an identified budgeted focus area.

IRS Guidelines AKA Corporate Office

Summary of Chapter and Foundation Guidance with Examples

Pages 1-5, and Appendix of Authorities:

FRAMEWORK: AKA Chapters (called “Chapters”) often work with public charities (called “Foundations”)

and, because Foundations are different than AKA Chapters, Chapters should know the following:

- Because Foundations have a different tax status, they are strictly construed and governed by the IRS;
- Chapters and Foundations must at all times operate separately and distinctly;
- *Although the interests of Chapters and Foundations may overlap, Foundations must serve a public purpose (not private), and Chapters must serve their organizational purpose; and*
- *If a Foundation serves private interests or serves a select or narrow group (such as targeting an AKA Chapter), then both the Foundation and the recipient could face negative tax and other consequences.*

Community Service Focus Areas:

1. Health and wellness
2. Community Food Pantry
3. Financial Education
4. Community Service and Empowerment
5. Academic Excellence / Scholarships

ANTICIPATED EXPENSES - JULY:

ANTICIPATED EXPENSES - JULY:		BALANCE AFTER EXPENSES
Scholarship Recipients	8,000.00	
AZ Comm Foundation (4,000.00 Secured Scholarship Only)	(4,000.00)	
Community Service Focus Areas, per approved budget	2,986.62	
Total Anticipated Expenses	14,986.62	13,296.40

Respectfully submitted,



Elana A. Payton, Treasurer

The Desert Pearls Foundation

The Desert Pearls Foundation (2866) - 1, Period Ending 06/30/2024

RECONCILIATION REPORT

Reconciled on: 07/02/2024

Reconciled by: The Desert Pearls Foundation

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	17,447.31
Checks and payments cleared (4)	-6,809.96
Deposits and other credits cleared (9)	17,645.67
Statement ending balance	<u>28,283.02</u>

Register balance as of 06/30/2024	28,283.02
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Details

Checks and payments cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/04/2024	Check	1037	Top Golf Scottsdale	-6,128.08
06/04/2024	Check	1038	Brian Barry	-500.00
06/10/2024	Check	1040	Kim Hunley	-32.74
06/10/2024	Check	1039		-149.14
Total				-6,809.96

Deposits and other credits cleared (9)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/03/2024	Deposit	2014286590		415.00
06/03/2024	Deposit			244.53
06/03/2024	Deposit	2014286550		1,636.25
06/03/2024	Deposit	2014286620		300.00
06/03/2024	Deposit	2014286570		697.00
06/03/2024	Deposit	2014286640		34.78
06/04/2024	Deposit			1,816.41
06/06/2024	Deposit		Eventbrite	12,314.18
06/25/2024	Deposit			187.52
Total				17,645.67



The Desert Pearls Foundation
PINKIES ON THE GREEN FINANCIAL REPORT OVERVIEW

Financial Procedures:

- Sonya Payne – 50/50 Raffle, Jauron Leefers, Abiana Conliffe
- Tolisha Eason – Financial Secretary
- Elana Payton – Treasurer
- Veronica Armstrong – Financial Support/Provide restroom breaks for the finance table

Overview

Financial procedures streamlined activities and provided an opportunity for the fundraiser financial committee to implement procedures with fidelity and integrity.

50/50 Raffle

- 50/50 Raffle was managed solely by Sonya Payne. She managed cash flow, ticket raffle bag container, and reissued tickets as needed to sellers. Two cash bags were prepared prior to the start of the event. Each bag contained \$50 in cash and ten sets of five tickets totaling 50 tickets/bag. Pens were provided in each bag. Pens were identified with a TDPF Logo tag.
- Sellers worked solely with Sonya Payne and would return to the finance table to submit raffle tickets and cash. Cash bags were replenished as needed throughout the event.

Financial Secretary

- Tolisha Eason utilized a receipt book. Each individual receipt was pre-labeled with the following information for donor ease of information.



The Desert Pearls Foundation, Inc.
EIN: 84-3976364
Pinkies on the Green
June 2, 2024

- Receipts were handwritten and distributed to donors when funds were received. A cash locked cashbox was utilized to hold funds.
- Overall, all payments were received with ease and change was provided as needed. Receipts were distributed with ease.
- Silent Auction slowed the process of payment and receipts for several reasons:
 1. Winners approached the finance table to pay without knowledge of what they won or the amount they needed to pay.
 - Winners approached the table with a handwritten note on the back of small sheet of paper. Some individuals won several items and received several notes. None had amounts listed.
 2. The finance table was not provided documentation of winners and the amount owed.
 3. Individuals were not informed of the three forms of payment prior to the start of the auction: Cash, Check or PayPal. Most paid by cash or PayPal but one individual had difficulty paying for their item via PayPal as they tried to use their own PayPal account but could not remember their password. This slowed the process of accepting payments and the Treasurer began to assist the Financial Secretary as she was helping the individual use the Tablet to submit payment via PayPal.
 4. One individual winner left early and made payment after the event. The finance committee was asked to inform Soror Lisa Cagnolatti once the payment was made via PayPal.
 5. Silent auction payments were made via cash and PayPal.

NOTE: Soror Lisa Cagnolatti was informed via text message after the event that individuals who paid via PayPal did not pay the PayPal fees. She replied via text "Oh darn, I forgot about the PayPal 😊" She was

understanding, and this will be an area for improvement. One individual paid the PayPal fee via cash in the amount of \$1.25.

General Donations

- General donations were paid via PayPal, Check and Cash. Receipts were provided.

Treasurer

- Provided large color QR Code printouts to post on tables for ease of use by donors.
- 5/31/2024 Petty Cash was withdrawn from TDPF checking account in the amount of \$300, 200 in tens and 100 in fives.
- Calculated all funds received. Envelopes and deposit slips were prepared as outline:
 - Petty Cash
 - 50/50 Raffle
 - General Donations
 - Silent Auction
- Each item was deposited separately on June 3, 2024. Each deposit slip is recorded the in TDPF Treasurer three ring binder.
- Added general donations reported by Soror Kim Hunley on 6/6/2024 during TDPF Executive Director meeting. A copy of the Co-Chairperson’s report was provided via email during the meeting.
- A copy of the Eventbrite ledger for 2024 and 2023 fundraisers was provided by email, upon request by the Treasurer, to accompany TDPF financial reports for record.

Profit/Loss Overview

Description	2024 Expected Totals Per Chair Report (image attached)	2024 Actual	2023 Actual
Gross Profit	20,125.00	17,078.84	16,541.93
Expenses	11,119.33	9,754.68	8,998.38
Net Profit	9,005.67	7,124.14	7,543.55

The screenshot shows an Excel spreadsheet with the following data:

	A	B	C	D	E	F	G	H	I
	REVENUE		BUDGET		ACTUAL	VARIANCE	COMMENTS		
1	Tickets	82	\$ 7,380.00			\$ (7,380.00)			
2	Emerald Platinum Package	8	\$ 5,720.00			\$ (5,720.00)			
3	Rose Gold Package	5	\$ 2,075.00			\$ (2,075.00)			
4	50/50 Raffle Revenue		\$ 700.00			\$ (700.00)			
5	Silent Auction		\$ 3,500.00			\$ (3,500.00)			
6	Donations		\$ 750.00			\$ (750.00)			
7	Total Revenue		\$ 20,125.00		\$ -	\$ (20,125.00)			
8	EXPENSES								
9	Top Golf Play & Brunch								
10	Top Golf Bays	20	\$ 2,550.00				Receiving 50% discount off \$255/bay		
11	Room Rental		\$ 600.00				Receiving 50% discount off \$1,200 rental fee		
12	Brunch	20	\$ 2,700.00						
13	Drink Tickets								
14	Individual Tickets	82	\$ 594.50				Beer and House Wine (7.25)		
15	Emerald Platinum Drinks	48	\$ 552.00				Premium Beverage (11.50)		
16	Rose Gold Drinks	15	\$ 172.50				Premium Beverage (11.50)		
17	Fees & Taxes								
18	F&B Service fees	20%	\$ 833.80						
19	Top Golf Coach		\$ 200.00		200				
20	Bartender Fees	2	\$ 150.00						
21									
22	Sales Tax	8.6%	\$ 616.53						
23	EventBrite Fees		\$ 750.00						
24	Other Expenses								
25	Decor		\$ 250.00						
26	DJ Contract		\$ 500.00		500				
27	Other Expenses		\$ 650.00				\$450(liability ins)		
28	Total Expenses		\$ 11,119.33		\$ 700.00				
29	NET REVENUE		\$ 9,005.67		\$ (700.00)				

Respectfully submitted,

Elana A. Payton, Treasurer



The Desert Pearls Foundation
Treasurer Report June 2, 2024
TopGolf: Pinkies on the Green

Description	Total Amount	BALANCES
50/50 Raffle Cash	1,394.00	
General Donation Cash	115.00	
General Donation Check	300.00	
General Donation via Paypal on 5/29/2024 (Included in Paypal payment of \$250.00)	160.00	
Paypal General Donation	180.00	
Silent Auction Items via PayPal	1,586.41	PayPal fees not paid
Silent Auction PayPal Fee Carolyn Hickman (Payton paid) CASH	1.25	
Silent Auction - Cash	1,635.00	
Petty Cash on hand	300.00	
TOTAL MONIES DAY OF EVENT		5,671.66
<i>Less Petty Cash</i>	<i>300.00</i>	
<i>Less 50/50 Raffle Winner (M. Bridgeman)</i>	<i>697.00</i>	
TOTAL	997.00	
TOTAL BALANCE RAISED DAY OF EVENT		\$4,674.66
Eventbrite ACH Deposit	12,314.18	
General Donation via Paypal on 5/29/2024 (Included in Paypal payment of \$250.00)	90.00	
General Donations via Eventbrite \$40.00 (Included in Eventbrite ACH total)	40.00	
TOTAL EVENTBRITE PAYMENTS		12,404.18
TOTAL FUNDS RAISED		\$17,078.84
<i>Less Top Golf Expenses</i>		
<i>TopGolf Deposit 9/12/2023</i>	<i>2,944.72</i>	
<i>TopGolf final payment via check</i>	<i>6,128.08</i>	
<i>BJ Brian Barry payment via check</i>	<i>500.00</i>	
<i>Y. Watkins Reimbursement Decorations</i>	<i>149.14</i>	
<i>K. Hunley Reimbursment Wristbands</i>	<i>32.74</i>	
TOTAL EXPENSES PINKIES ON THE GREEN	9,754.68	
TOTAL FUNDS RAISED TOPGOLF PINKIES ON THE GREEN		\$7,324.16

Respectfully submitted,

Elana A. Payton, Treasurer

Pinkies on the Green Overview:

Year	Raised	Expenses	Actual
2023	16,421.93	8,998.38	7,423.55
2024	17,078.84	9,754.68	7,324.16

Majority of revenue 2023

- Heart to Heart \$7,926.56
- General Donations \$7,783.93

Profit & Loss report states 1/1/2024 -12/31/2024 but we did not begin to record finances in QuickBooks until 4/14/2024

The Desert Pearls Foundation

Transaction Report

January 1-December 31, 2023

ACCOUNT	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	ACCOUNT	AMOUNT	BALANCE
Bank Deposits Cash & Checks Received via Donations									
Bank Deposits Cash & Checks Received via Donations	04/14/2023	Deposit	2012579680	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$1,017.28	\$1,017.28
Bank Deposits Cash & Checks Received via Donations	05/15/2023	Deposit	2012712280	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$741.75	\$1,759.03
Bank Deposits Cash & Checks Received via Donations	06/05/2023	Deposit	2012801120	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$1,220.00	\$2,979.03
Bank Deposits Cash & Checks Received via Donations	06/05/2023	Deposit	2012801160	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$485.00	\$3,464.03
Bank Deposits Cash & Checks Received via Donations	06/05/2023	Deposit	2012801140	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$175.00	\$3,639.03
Bank Deposits Cash & Checks Received via Donations	06/05/2023	Deposit	2012801080	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$537.50	\$4,176.53
Bank Deposits Cash & Checks Received via Donations	06/05/2023	Deposit	2012801180	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$405.00	\$4,581.53
Bank Deposits Cash & Checks Received via Donations	06/05/2023	Deposit	2012801100	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$100.00	\$4,681.53
Bank Deposits Cash & Checks Received via Donations	06/15/2023	Deposit	2012850400	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$1,025.00	\$5,706.53
Bank Deposits Cash & Checks Received via Donations	06/28/2023	Deposit	2012901450	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$84.48	\$5,791.01
Bank Deposits Cash & Checks Received via Donations	08/24/2023	Deposit	2013137770	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$135.51	\$5,926.52
Bank Deposits Cash & Checks Received via Donations	10/16/2023	Deposit	2013354480	--	DEPOSIT	Bank Deposits Cash & Checks Received via Donations	The Desert Pearls Foundation (2866)	\$50.27	\$5,976.79
Total for Bank Deposits Cash & Checks Received via Donations								\$5,976.79	
								\$5,976.79	

The Desert Pearls Foundation

Profit and Loss by Tag Group

January - December 2023

	TOTAL
Revenue	
Bank Deposits Cash & Checks Received via Donations	5,976.79
Fundraising	10,574.02
Uncategorized Income	66.33
PayPal Transfer	139.60
Total Uncategorized Income	205.93
Total Revenue	\$16,756.74
GROSS PROFIT	\$16,756.74
Expenditures	
Advertising & marketing	369.92
Community Service 2	224.16
Community Service 5	2,000.00
Contingency	158.79
Contract & professional fees	328.86
Fundraising fees	10,541.63
Total Contract & professional fees	10,870.49
Insurance	
Directors & officers insurance	135.00
Total Insurance	135.00
Office Expenses Treasurer	85.23
Printing & photocopying	105.52
Shipping & postage	237.05
Technology	373.83
Uncategorized Expense	47.00
Total Expenditures	\$14,606.99
NET OPERATING REVENUE	\$2,149.75
NET REVENUE	\$2,149.75