



NJ Board of Tree Experts Treasurer's Report June 19, 2018

Board of Tree Experts Account

Balance Beginning July 1, 2017 (FY 2018) \$57,702.15

Disbursements

7/25/17	\$4,700.00	Admin Cost (PM) 5/1/17 – 6/30/17
8/01/17	\$2,917.00	Admin Cost (AA1) 4/10/17 – 6/30/17
8/01/17	\$ 241.73	Optimum - 2 months phone/fax/internet
8/09/17	\$ 150.00	Deposited item returned unpaid
8/14/17	\$ 340.00	Web – Site updates – July 2017
8/16/17	\$ 245.00	US Postal Service
8/11/17	\$2,450.00	Admin Cost (PM) 7/2/17 – 7/29/17
8/16/17	\$1,432.50	Admin Cost (AA1) 7/2/17 – 7/29/17
8/31/17	\$ 120.85	Optimum – 1-month phone/fax/internet
9/01/17	\$ 21.69	Postage for return of graded exams
9/01/17	\$ 254.72	W.B. Mason Supplies
9/07/17	\$2,200.00	Admin Cost (PM) August 2017
9/18/17	\$1,132.50	Admin Costs (AA1) August 2017
9/25/17	\$ 225.00	Web – Site edits and Joomla updates
10/04/17	\$ 631.20	W.B. Mason Supplies
10/05/17	\$ 120.85	Optimum – 1 – month phone/fax/internet
10/05/17	\$ 989.98	Computer & monitor
10/05/17	\$ 2,475.00	Admin Cost (PM) September 2017
10/10/17	\$ 1,440.00	Admin Cost (AA2) September 2017
10/12/17	\$ 1,507.50	Admin Cost (AA1) September 2017
10/12/17	\$ 164.89	Business Cards
10/16/17	\$ 60.00	Web – Site Updates & Edits
10/19/17	\$ 54.45	Office rent – October
10/24/17	\$ 245.00	US Postal Service
10/26/17	\$ 970.00	Admin Cost (DB) – August/September
10/30/17	\$ 1,222.97	W.B. Mason supplies & file cabinet
11/01/17	\$ 121.03	Optimum – 1-month phone/fax/internet
11/02/17	\$ 60.00	Web -Site Updates
11/03/17	\$ 2,437.50	Admin Cost (AA2) October 2017
11/03/17	\$ 1,620.00	Admin Cost (AA1) October 2017
11/06/17	\$ 2,625.00	Admin Cost (PM) October 2017
11/21/17	\$ 747.20	Badges
11/24/17	\$ 54.45	Office Rent - November
11/27/17	\$ 129.51	Refreshments for November meeting
11/30/17	\$ 45.00	Web – Site Updates

Disbursements - continued

12/01/17	\$ 1,347.75	Admin Cost (Cle)
12/04/17	\$ 248.64	Postage
12/04/17	\$ 2,437.50	Admin Cost (AA2)
12/05/17	\$ 3,475.00	Admin Cost (PM)
12/05/17	\$ 83.56	Refreshments at Nov. 2017 meeting
12/06/17	\$ 1,402.50	Admin Cost (AA1)
12/11/17	\$ 415.00	Web Host Renewal and updates
12/11/17	\$ 614.20	W. B. Mason Supplies
12/11/17	\$ 662.49	W. B. Mason Supplies
12/14/17	\$ 240.00	Staples – mailing copies
12/15/17	\$ 1,157.25	Admin Cost (Cle)
12/18/17	\$ 121.03	Optimum – Phone/fax/internet
12/18/17	\$ 1,200.00	Admin Cost (AA2)
12/18/17	\$ 2,075.00	Admin Cost (PM)
12/19/17	\$ 54.45	Office Rent
12/22/17	\$ 750.00	Admin Cost (AA1)
12/27/17	\$ 80.00	Postage
12/29/17	\$ 560.00	Postage
12/29/17	\$ 1,020.00	Admin Cost (Cle)
01/03/18	\$ 357.00	Postage
01/03/18	\$ 1,020.00	Admin Cost (AA2)
01/03/18	\$ 980.00	Admin Cost (Cle 2)
01/03/18	\$ 637.50	Admin (AA1)
01/03/18	\$ 1,550.00	Admin Cost (PM)
01/12/18	\$ 1,200.00	Admin Cost (PM)
01/16/18	\$ 892.50	Admin Cost (Cle)
01/16/18	\$ 945.00	Admin Cost (AA2)
01/18/18	\$ 490.00	Office Rent - Jan thru Sept 2018
01/26/18	\$ 1,125.00	Admin Cost (PM)
01/26/18	\$ 1,200.00	Admin Cost (AA2)
02/05/18	\$ 60.00	Admin Cost (Cle)
02/06/18	\$ 217.24	Postage
02/06/18	\$ 185.00	Web site updates
02/06/18	\$ 241.89	Internet, Phone and Fax 2 months
02/06/18	\$ 1,409.45	W.B. Mason supplies Dec-Jan
02/08/18	\$ 925.00	Admin Cost (PM)
02/12/18	\$ 1,200.00	Admin Cost (AA2)
02/13/18	\$ 735.00	Admin Cost (AA1)
02/23/18	\$ 1,365.00	Admin Cost (AA1)
02/23/18	\$ 1,200.00	Admin Cost (PM)
03/02/18	\$ 605.00	Postage
03/06/18	\$ 1,200.00	Admin Cost (AA2)
03/06/18	\$ 85,000.00	Treasurer, State of New Jersey (On-line Account)
03/09/18	\$ 1,275.00	Admin Cost (PM)
03/19/18	\$ 1,800.00	Admin Cost (AA2)
03/30/18	\$ 1,072.00	Admin Cost (AA2)
04/02/18	\$ 592.89	WB Mason Supplies
04/03/18	\$ 241.72	Internet, Phone & Fax

Disbursements - continued

04/03/18	\$ 190.00	Web site updates
04/05/18	\$ 420.00	Admin Cost (AA3)
04/06/18	\$ 1875.00	Admin Cost (AA1)
04/09/18	\$ 225.00	Returned Check
04/10/18	\$ 475.00	Admin Cost (PM)
04/16/18	\$ 313.37	WB Mason Supplies
04/16/18	\$ 565.01	WB Mason Supplies
04/17/18	\$ 117.00	WB Mason Supplies
04/23/18	\$ 150.00	Web site updates
04/24/18	\$ 900.00	Room Rentals For Exams x 3
04/27/18	\$ 125.00	CPA Tax Forms for Staff
04/30/18	\$ 570.00	Shade Tree Page for four editions
05/02/18	\$ 120.75	Internet, Phone & Fax*
05/03/18	\$ 463.00	Postage*
05/14/18	\$ 725.00	Exam rooms rental*
05/15/18	\$ 1,349.95	Electronic embosser w/state seal*
05/15/18	\$ 510.80	Copies for BR and licensee mailing*
05/16/18	\$ 125.00	Refreshments for May 2018 Board meeting*
05/17/18	\$ 100.00	Returned Check*
05/30/18	\$ 250.00	Postage*
05/30/18	\$ 120.75	Internet, Phone & Fax*
05/30/18	\$ 1,702.28	File cabinet & office supplies*

\$173,211.99 TOTAL COSTS (true cost = \$88,211.99)

Receipts

7/11/17	\$18,150.00	BTE Law payments
7/19/17	\$15,275.00	BTE Law payments
8/02/17	\$ 3,825.00	BTE Law payments
8/08/17	\$ 4,700.00	BTE Law payments
8/24/17	\$11,050.00	BTE Law payments
8/28/17	\$ 100.00	CTE Renewal - Balance due payments
9/27/17	\$ 8,300.00	BTE Law payments
10/06/17	\$18,850.00	BTE Law payments
11/01/17	\$13,450.00	BTE Law payments
11/14/17	\$ 5,925.00	BTE Law payments
12/04/17	\$ 9,725.00	BTE Law payments
01/02/18	\$11,150.00	BTE Law payments
01/31/18	\$ 8,200.00	BTE Law payments
02/15/18	\$14,025.00	BTE Law payments
03/06/18	\$11,475.00	BTE Law payments
04/05/18	\$14,875.00	BTE Law payments
04/27/18	\$ 7,700.00	BTE Law payments
05/07/18	\$17,050.00	BTE Law payments*

\$193,825.00 TOTAL RECEIPTS

Summary: since the last Treasurer's Report

Debits: \$ 5,467.53

Personnel:	\$0.00	Web Services:	\$0.00
Travel:	\$0.00	Internet/Phone/Fax:	\$241.50
Equipment:	\$2,073.29 (file/embosser)	Postage:	\$713.00
Supplies:	\$978.94	Other:	\$725.00 exam rooms
Contractual:	\$0.00		\$510.80 copies
			\$125.00 refreshments
			\$100.00 returned check

Credits: \$ 17,050.00

Business Registrations: 69
LTCO Grandfather Applications: 2
LTCO License: 6
LTCO Reciprocity: 7

Checking Account Balance \$ 78,315.16

* Denotes revenues and expenditures since last meeting (report)

NJ Comprehensive Financial System (NJCFS) - *on line account*

Account Name: NJ BOARD OF TREE EXPERTS

Disbursements

ACRO Employment Services payments:

	Staff	ACRO		
05/01/18	\$4,112.00	\$895.75	- Week 1 & 2	205 hrs.*
05/10/18	\$2,081.20	\$487.54	- Week 3	110 hrs.*
05/18/18	<u>\$2,260.00</u>	<u>\$372.97</u>	- Week 4	106 hrs.*
	\$8,453.00	\$1,756.26		

Total Payments to ARCO: \$10,209.26

Receipts

03/19/18	\$85,000.00	Transferred from the Off-line account
05/01/18	\$ 7,500.00	BTE Law payments
05/24/18	<u>\$ 7,500.00</u>	BTE Law payments* - LTCO Licenses: 50

\$100,000.00 TOTAL RECEIPTS

Summary: since the last Treasurer's Report - NJCFS Account

Debits: \$ 10,209.26
Credits: \$ 7,500.00

NJCFS Account Balance \$ 89,790.74

* Denotes revenues and expenditures since last meeting (report)

Board of Tree Experts – Asset Balance:

Checking Account Balance \$ 78,315.16

NJCFS Account Balance \$ 89,790.74

ASSET BALANCE AS OF June 19, 2018 \$168,105.90