

**VBODA Treasurer's Report**  
6/24/15 VMEA Meeting

**I. Asset Report**

Cash and Bank Accounts	
15 Month CD	13,834.81
Checking 6957	80,911.95
Savings 6949	24,832.11
<b>TOTAL Cash and Bank Accounts</b>	<b>\$ 119,578.87</b>

**II. Recommendations**

**a. Annually Review Honorariums**

Honorarium	Number	Amount	Total
Adjudication Trainer	1	(1,000.00)	(1,000.00)
All-Virginia Audition Etude Coordinator	1	(250.00)	(250.00)
All-Virginia Auditions Host	1	(350.00)	(350.00)
All-Virginia Event Chair	1	(350.00)	(350.00)
All-Virginia Event Host(s)	2	(350.00)	(700.00)
Conference Grading Committee	15	(100.00)	(1,500.00)
Data Summit	6	(125.00)	(750.00)
Manual Editor	1	(2,000.00)	(2,000.00)
Marching Band Asst. Chairman	1	(600.00)	(600.00)
Marching Band Chairman	1	(2,000.00)	(2,000.00)
Program Fee Manager	1	(1,400.00)	(1,400.00)
Treasurer	1	(2,500.00)	(2,500.00)
Website Manager	1	(2,500.00)	(2,500.00)
		<b>TOTAL</b>	<b>(15,900.00)</b>

**b. Electronic Payments**

Recommend that we establish electronic payment system utilizing the VBODA website for VBODA fees.

- i. PayPal Standard or PayPal Pro
  - no monthly fees for Standard/\$30 per month for Pro
  - 2.7 % + .30 per transaction (both)
  - PayPal Pro keeps user on our website
- ii. Can be used on mobile device to accept payments on site
- iii. Would need to set "convenience fee" for using system. (\$1 added for \$25 fee)

- c. **Consider raising All-Virginia Audition Fee to \$20 per student** (*plus VMEA fee*).  
To help offset additional All-Virginia event costs.
- d. **Reimbursements**
- i. Current procedures are somewhat “informal” (per diem, receipts, both)
  - ii. Some mention in past board minutes (08-09), but no written policy (*that I could find*)
  - iii. Recommend we adopt a reimbursement policy that states what is covered for fairness and consistency.

Recommendations:

**November Executive Board Meeting**

- one night’s lodging for board members (traveling over 100 miles)
- mileage/parking
- meals as appropriate (VMEA recommended amount)

**November General Membership Meeting**

- one night’s lodging for required attendees (traveling over 100 miles)
- mileage/parking
- meals as appropriate (VMEA recommended amount)

**All-Virginia Band Auditions**

- one night’s lodging for required attendees (traveling over 100 miles)
- mileage/parking
- meals as appropriate (VMEA recommended amount)

**April Executive Board Meeting**

- one night’s lodging for board members (traveling over 100 miles)
- mileage/parking
- meals as appropriate (VMEA recommended amount)

**April General Membership Meeting**

- one night’s lodging for required attendees (traveling over 100 miles)
- mileage/parking
- meals as appropriate (VMEA recommended amount)

**June Executive Board Meeting**

- mileage/parking
- meals as appropriate (VMEA recommended amount)