**Massachusetts Library Association  
Treasurer’s Report Narrative  
September 2021**

* The spreadsheet of the monthly Treasurer’s report is attached. In brief:
  + Starting bank balance 42,689.32
  + Income from membership 3,625.00
  + Expenses total 2,827.07
    - Payroll 1211.82
    - Payroll tax 411.46
    - Workers Comp 15.78
    - Payroll Vendor Fee 179.60
    - Office Supplies 11.15
    - Credit Card Fee 207.29
    - Website Hosting 27.00
    - Insurance 544.00
    - Cell Phone 75.63
    - Gsuite & Zoom 143.34
  + Ending bank balance 43,487.25
* Investment Account Balances
  + Cash Reserves 4827.92
  + Investments 170,074.33 (up $35K since last October)
* Receivables $1400
  + <30 days 615.00
  + 30-60 days 170.00
  + 60-90 days 145.00
  + 90+ days 470.00 (350.00 of this is unpaid conference registrations)
* FY2021 information has been sent to our accountant for processing of our tax returns and annual reports. I will be working with them over the month or two to get the forms completed. When they are completed, I will need to meet with officers (probably just Joanne as President) for signatures.
* I have been attempting to apply for loan forgiveness of our second PPP loan. For the past two months the TD Bank site, when I log in to do so, has stated this: “At this time we are confirming instructions from the SBA on how to process forgiveness requests for loans Under $150,000.”