

**Gerrish Township Treasurer
Monthly Report
December 10, 2024**

November 20th – Attended MTA Conference for new Treasurers in Gaylord.

November 21st - Attended Township Treasurer meeting hosted by County Treasurer.

Since taking office November 20th, my immediate goals have been to familiarize myself and my deputy with the BS&A software and the Cogitate system. The first several days on the job was dedicated to finishing the winter tax roll and getting the tax bills out in the mail via KCI. This was accomplished with the help of the County Treasurer and the Assessor. There was a slight delay in the bills being mailed due to the deadline being missed the week prior and correcting mailing addresses and a format issue with the tax software. The second goal was to have Cogitate loaded on the Treasurer's computer and create a "real time" receipting process. This was established within the first week in the office. In the past, the efforts were duplicated between the Clerk and Treasurer. Currently, all non-tax receipts are entered directly into Cogitate as they are received rather than twice a month.

The third goal was to reconcile the summer tax collections and make sure the distributions were up to date. This was accomplished the first week of December.

The fourth goal was to reconcile the tax trust general ledger accounts to the prior audit and then to the collection and disbursement activity to date. This was accomplished as of this writing today.

The fifth goal is to get the bank reconciliations prepared through November 30th and then done timely each month end. I expect to have this accomplished by the end of December.

We have also changed the deposits to weekly rather than twice a month. Each day is a learning process, and we have been establishing new procedures and tweaking old ones as we go. I appreciate everyone's patience as we work through all of this.

James Anderson
Township Treasurer

GERRISH TOWNSHIP TREASURER'S REPORT

November 30, 2024
(Reported as bank balances)

Checking and Savings:

General Checking	\$	259,501.73
General Money Market		138,812.95
Receipting Account		80,302.98
Community Park Money Market		63,897.76
Community Park Debt Retirement		92.99
Community Park Credit Card Account		165.32
Tax Trust Checking		276,314.58

Michigan Class Investments:

General	\$	975,850.49
General Capital Projects		139,533.33
General - ARPA		859.45
Fire/EMS		600,897.44
Fire Capital Equipment		479,477.36
Fire Capital Project		194,881.37
Durable Equipment Fire		77,828.41
Durable Equipment EMS		99,843.54
Police		258,664.92
Police Capital Equipment		111,626.77
Police Capital Projects		55,813.34
Gerrish Community Park		1,411,087.37
Cemetery		10,545.55
Sanitation		361,108.72
Tax Trust Accounts		68,997.45
Total Michigan Class	\$	<u>3,871,165.02</u>