

Surplus: ASB Mends Balance

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accounting classes.

The QuickBooks/Intuit Web site offers free phone support, video tutorials and articles for issues such as how to perform a bank reconciliation or create a new account through a search box on the site. The product's Web site boasts that the program is so easy to use and that 2.6 million businesses use it.

ASB is not planning on trying to find out where the unreconciled balance came from, according to Hill.

"I did not feel it was worth the time to figure out where the money is from," said Hill.

"All this is solved by doing a bank reconciliation and bank reconciliations should be performed every month," said Hammond.

According to the bylaws of the Constitution of the Associated Student Body of PLNU, document found online, it is the responsibility of the ASB finance director to "provide maintenance of the central bookkeeping system of all ASB organizations."

The Finance Handbook for ASB states that reconciling the Union Bank checking statement, the Union Bank savings statement,

the cash statement and the business office statement are all monthly duties of the ASB finance director.

An additional account was added to the QuickBooks program to account for future money that was not expected in the proposed budget, some incorrectly defined accounts were redefined, and no transactions were made for more than a week so that checks that were not cashed could be accounted for.

"[...]There were not the same kinds of checks when I closed the books," said Sybrandt.

Both Sybrandt and Hill agree that the unreconciled balance could have accumulated over the years—even before they were in office.

"Jordan and Amy have worked real hard at a hard job and they haven't always had the best tools at their disposal," said Hill.

"After encountering this issue, we have a better understanding of the accounting and have since made adjustments to make sure this will not continue to happen in the future," said Swen.

ASB has not decided what they will do with the ASB rollover surplus account money this year. It will be discussed in this Tuesday's ASB meeting at 6 p.m.